



ANNUAL COUNCIL

24 MAY 2023



16 May 2023

Unless a majority of the Council resolve to extend the meeting before 10.00 pm it will automatically end at 10.00 pm in accordance with Council Procedure Rule 17.2.

NOTE: There will be limited public access to observe the meeting. Those wishing to do so must reserve a seat by completing a [Registration Form](#) by 4pm on the working day prior to the meeting. Access is also available via a live stream through the [Mid Sussex District Council's YouTube channel](#).

To all Members of the Council,

The Meeting of **ANNUAL COUNCIL** will be held at **Council Chamber** on **WEDNESDAY, 24TH MAY, 2023 at 7.00 pm** when your attendance is requested.

Yours sincerely,

KATHRYN HALL
Chief Executive

	Pages
1. Opening Prayer.	
2. To appoint the Chairman and Vice Chairman of the Council.	7 - 10
3. To receive the Report of the Returning Officer as to the Persons Elected to serve as District Councillors for the District of Mid Sussex on 5 May 2023.	11 - 14
4. To receive the Report of the Monitoring Officer: Political Balance: Section 15 Local Government and Housing Act 1989; The Local Government (Committees and Political Groups) Regulations 1990.	15 - 18
5. To appoint the Executive Leader of the Council for a Four Year Term.	19 - 22
6. To receive and approve the nominations to Committees for 2023/24.	

To be Tabled.

Working together for a better Mid Sussex

7. To receive and approve the outcome of the Horsted Keynes Neighbourhood Plan Referendum.

23 - 28

To: **Members of Annual Council:** Councillors Avery, D Eggleton, Cherry, J Hitchcock, G Zeidler, L Farren, J Edwards, Russell, Miah, Berggreen, Hobbs, Pascoe, Platts, Rees, Kenny, Bashar, Lucraft, Cooke, Wood, Carvalho, Kennedy, Casella, Prescott, R Bates, J Belsey, M Belsey, A Bennett, P Brown, P Chapman, R Clarke, M Cornish, J Dabell, R Eggleston, S Ellis, A Eves, I Gibson, S Hatton, J Henwood, S Hicks, T Hussain, R Jackson, J Knight, G Marsh, J Mockford, A Peacock, C Phillips, D Sweatman and R Whittaker

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TO APPOINT THE CHAIRMAN AND VICE CHAIRMAN OF THE COUNCIL

REPORT OF: DIRECTOR OF RESOURCES AND ORGANISATIONAL DEVELOPMENT
Contact Officer: Kevin Toogood, Assistant Director Legal and Democratic Services
Email: kevin.toogood@midsussex.gov.uk Tel: 01444 477 050
Wards Affected: All
Report to: Annual Council
24th May 2023

Purpose of Report

1. This report sets out the role of the Chairman and Vice Chairman of the Council and provides background to support the Council makes these important appointments.

Recommendations

1. **That the Council elects a Chairman and Vice Chairman for the municipal year 2023/24 as outlined below:**
 - a. **The current Chairman of the Council, Councillor Margaret Belsey will conduct the election of a new Chairman at the meeting in accordance with the detail in paras 7 to 11 below.**
 - b. **The newly elected Chairman will then conduct the election of the Vice Chairman (paras 12 to 13) for the municipal year 2023/24.**
-

Background

2. District councils are required by law to elect a chairman each year. The election is carried out by Full Council at the Annual Council meeting. The Chairman of the Council will not necessarily be a member of the majority political group on the Council. As the chair of Full Council meetings, he or she is expected to be completely impartial in this role.
3. The Chairman is the Council's civic head, and as the first citizen of the district takes precedence within the district over everyone except His Majesty the King or his representative (usually the Lord Lieutenant of West Sussex).
4. The Vice-Chairman can deputise for the Chairman and performs similar duties.

The role of the Chairman of the Council

5. Part 5 (viii) of the Council Constitution details the key roles of Councillors. In addition to the role of Councillor, the Chairman of the District Council's Role includes carrying out the following duties:
 - a) To act as first citizen of the District;
 - b) To uphold and promote the purposes of the Council's Constitution, and to interpret the Constitution when necessary;

- c) To preside over meetings of the Council so that its business can be carried out efficiently and with regard to the rights of Councillors and the interests of the community;
- d) To ensure that the Council meeting is a forum for the debate of matters of concern to the local community and the place at which members who are not on the Cabinet or do not hold Committee Chairs are able to hold the Cabinet and Committee Chairmen to account;
- e) To promote public involvement in the Council's activities;
- f) To be the conscience of the Council; and
- g) To attend such civic and ceremonial functions as the Council and they determine appropriate
- h) To network with external organisations such as County and Town and Parish Councils, Voluntary Organisations etc
- i) To understand and interpret the Council's Procedure Rules, structure of the Authority and the roles of responsible officers
- j) To be aware of local issues which affect Council business
- k) To promote the well-being of the District
- l) To encourage high standards of probity

The role of the Vice Chairman of the Council

6. Part 5 (viii) of the Council Constitution details the key roles of Councillors. In addition to the role of Councillor, the Vice-Chairman of the District Council carries out the following duties:
 - a) To fulfil the role of the Chairman in their absence from meetings of the Council
 - b) To support the Chairman as necessary and to facilitate the effective running of meetings
 - c) To represent the Council and the community in the Chairman's absence

Procedure for electing the Chairman of the Council

7. The current Chairman of the Council, Councillor Margaret Belsey, will preside at the meeting until a new Chairman of the Council has been elected. More than one nomination may be proposed.
8. Councillor Margaret Belsey will call for nominations to the position of Chairman.
9. A member of the Council must be nominated to fill the position of Chairman of the Council, with a proposer and seconder. The nominated person must confirm that she/he is willing to fulfil the role.
10. Councillor Margaret Belsey will conduct a vote, and all members of the Council may vote. If more than one person is nominated, voting process will continue until a majority is given in favour of one person is achieved.

11. The Chain of office will then be transferred, and the newly elected Chairman of the Council will then take over the meeting. He/she will thank the out-going Chairman and conduct the election of the Vice Chairman.

Procedure for electing the Vice-Chairman of the Council

12. A member of the Council must be nominated to fill the position of Vice-Chairman of the Council, with a proposer and seconder. The nominated person must confirm that she/he is willing to fulfil the role. More than one nomination may be proposed.
13. Again, a vote will be held, and all members of the Council may vote. If more than one person is nominated, the voting process will continue until a majority is given in favour of one person.

Financial Implications

14. The constitution specifies the roles as special responsibilities to which special allowance, on top of the basic allowance, is payable annually as follows:

Chairman of the Council	£6,760
Vice-Chairman of the Council	£2,253

Risk Management Implications

15. None.

Equality and Customer Service Implications

16. None.

Other Material Implications

17. None.

Sustainability Implications

18. None.

Appendices

None

Background Papers

There are no background papers associated with this report.

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TO RECEIVE THE REPORT OF THE RETURNING OFFICER AS TO THE PERSONS ELECTED TO SERVE AS DISTRICT COUNCILLORS FOR THE DISTRICT OF MID SUSSEX ON 5TH MAY 2023

REPORT OF: Kathryn Hall, Returning Officer
Contact Officer: Kevin Toogood Assistant Director, Legal and Democratic Services (Monitoring Officer) Email: kevin.toogood@midsussex.gov.uk, Tel: 01444 477050
Wards Affected: All
Key Decision No
Report to: Annual Council
24th May 2023

Summary

1. On Thursday 4 May 2023 Mid Sussex District Council held elections for all 48 seats on the Council, the results of which were declared on Friday 5 May 2023.
2. In accordance with the Local Government Act 1972, the Chief Executive as Returning Officer for the election of Councillors for Mid Sussex District Council has returned the names of the persons who were, on 5 May 2023, duly elected as Councillors in the wards as set out in Appendix A.

Recommendation

3. **Council is recommended to note the persons elected as Councillors on 5 May 2023 as set out at Appendix A.**

Appendices

- Appendix A – Report of the Returning Officer: Results of Local Elections 4 May 2023

Background Papers

None associated with this report.

Appendix A

Report of the Returning Officer: Results of Local Elections 4 May 2023

WARD	PERSONS ELECTED	PARTY/GROUP	YEAR OF RETIREMENT
Ardingly, Balcombe & Turners Hill	Jenny Edwards	Green	May 2027
Ardingly, Balcombe & Turners Hill	Gary Marsh	Conservative	May 2027
Ashurst Wood & East Grinstead South	John Belsey	Conservative	May 2027
Burgess Hill Dunstall	Mike Kennedy	Liberal Democrat	May 2027
Burgess Hill Dunstall	Mustak Miah	Conservative	May 2027
Burgess Hill Franklands	David Eggleton	Liberal Democrat	May 2027
Burgess Hill Franklands	Janice Henwood	Liberal Democrat	May 2027
Burgess Hill Leylands	Simon Hicks	Liberal Democrat	May 2027
Burgess Hill Leylands	Anne Eves	Green	May 2027
Burgess Hill Meeds & Hammonds	Robert Eggleston	Liberal Democrat	May 2027
Burgess Hill Meeds & Hammonds	Tofojjul Hussain	Liberal Democrat	May 2027
Burgess Hill St. Andrews	Christine Cherry	Liberal Democrat	May 2027
Burgess Hill St. Andrews	Matthew Cornish	Green	May 2027
Burgess Hill Victoria	Peter Chapman	Independent	May 2027
Copthorne and Worth	Graham Casella	Conservative	May 2027
Copthorne and Worth	Christopher Phillips	Independent	May 2027
Crawley Down	John Hitchcock	Independent	May 2027
Crawley Down	Ian Gibson	Independent	May 2027
Cuckfield, Bolney & Ansty	Malcolm Avery	Conservative	May 2027
Cuckfield, Bolney & Ansty	Jim Knight	Conservative	May 2027
Downland Villages	Geoff Zeidler	Conservative	May 2027
East Grinstead Ashplats	Margaret Belsey	Conservative	May 2027
East Grinstead Ashplats	Adam Peacock	Conservative	May 2027

WARD	PERSONS ELECTED	PARTY/GROUP	YEAR OF RETIREMENT
East Grinstead Baldwins	Julie Mockford	Independent	May 2027
East Grinstead Herontye	Dick Sweatman	Conservative	May 2027
East Grinstead Imberhorne	Lee Farren	Conservative	May 2027
East Grinstead Imberhorne	Rex Whittaker	Conservative	May 2027
East Grinstead Town	Jacque Russell	Conservative	May 2027
East Grinstead Town	John Dabell	Conservative	May 2027
Handcross & Pease Pottage	Eric Prescott	Conservative	May 2027
Hassocks	Sue Hatton	Liberal Democrat	May 2027
Hassocks	Kristian Bergreen	Liberal Democrat	May 2027
Hassocks	Christopher Hobbs	Liberal Democrat	May 2027
Haywards Heath Ashenground	Duncan Pascoe	Liberal Democrat	May 2027
Haywards Heath Ashenground	Richard Bates	Liberal Democrat	May 2027
Haywards Heath Bentswood & Heath	Anthony Platts	Liberal Democrat	May 2027
Haywards Heath Bentswood & Heath	Alison Rees	Liberal Democrat	May 2027
Haywards Heath Franklands	Rod Clarke	Conservative	May 2027
Haywards Heath Franklands	Paul Kenny	Labour	May 2027
Haywards Heath Lucastes & Bolnore	Abdul Bashar	Liberal Democrat	May 2027
Haywards Heath Lucastes & Bolnore	Paul Lucraft	Liberal Democrat	May 2027
Haywards Heath North	Sandy Ellis	Conservative	May 2027
Hurstpierpoint	Alison Bennett	Liberal Democrat	May 2027
Hurstpierpoint	Rodney Jackson	Liberal Democrat	May 2027
Lindfield	Anne-Marie Cooke	Liberal Democrat	May 2027
Lindfield	Cavan Wood	Liberal Democrat	May 2027
Lindfield Rural & High Weald	Paul Brown	Green	May 2027
Lindfield Rural & High Weald	Lorraine Carvalho	Conservative	May 2027

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TO RECEIVE THE REPORT OF THE MONITORING OFFICER: POLITICAL BALANCE: SECTION 15 LOCAL GOVERNMENT AND HOUSING ACT 1989; THE LOCAL GOVERNMENT (COMMITTEES AND POLITICAL GROUPS) REGULATIONS 1990

REPORT OF: Kevin Toogood, Monitoring Officer
Email: kevin.toogood@midsussex.gov.uk; Tel: 01444 477050
Wards Affected: All
Report to: Annual Council
24 May 2023

Purpose of Report

1. The purpose of this report is to set out the political balance of the Council for the term of this Council 2023-2027, and the political balance of the committees of the Council.

Recommendation

2. **Council is recommended to:**
 - a) **Note the political balance of the Council.**
 - b) **That for the municipal year 2023/24 the composition of the Council's committees be as set out at paragraph 9 of this report.**

Background

3. Section 15 of the Local Government Act 1989 and the Regulations made thereunder, require the Council to regularly review the political composition of the Council and to determine the size and constitution of its Committees etc. to ensure that the political balance is reflected and maintained in those Committees, Sub-Committees and Working Parties by allocating seats on each Committee to each group in direct proportion to each group's overall representation on the Council.
4. In accordance with legislation, the Council is required to consider the political balance of the Council and to determine the allocation of seats on Committees.

The Rules and Principles of Political Balance

5. Following the coming into effect of the Local Government Boundary Commission's recommendations, the Council now has 48 councillors. The political composition of the Council is now: Liberal Democrat 20 seats (41.75%); Conservative 18 seats (37.5%); Green 4 seats (8.33%); the Independent group 4 seats (8.33%); Burgess Hill Independent 1 seat (2.08%); Labour 1 seat (2.08%).
6. This means that the Council is in a position of no overall political control, i.e., no single group has a working majority. This is the case for many Councils in the region. In this scenario Councillors across the parties will need to work together to create consensus. Councillors will need to collaborate to ensure collective governance that provides stability for the Council, and therefore for the residents of Mid Sussex.
7. The principles of political balance require that:
 - (a) not all seats on any committee or sub-committee are allocated to the same group;

- (b) the majority of seats on the committee/sub-committee are allocated to a particular group if that group has a majority of seats on the Council;
- (c) subject to (a) and (b) above that the number of seats allocated to any group on the total of all committees have the same proportion to the proportion on the full Council; and
- (d) subject to (a), (b) and (c) above that the number of seats on each committee allocated to each group bears the same proportion to the proportion on the full Council.

8. Through its constitution, the Council has established the following committees, each with the following number of members:

Committee	Membership
Scrutiny (People and Communities)	11
Scrutiny (Place and Environment)	11
District Planning	12
Planning	12
Licensing	15
Standards	6 (plus 4 Parish/ Town representatives)
Audit	7

Recent cross-party work to update the Council's Constitution sought to enhance the role of scrutiny by broadening the scope of the Scrutiny Committees. Therefore, they have been re-named and their scope is outlined below:

People & Communities: overall budget & policy framework, health & wellbeing, community safety, partnership working, equalities, revenues & benefits, waste & recycling, housing, environmental health.

Place & Environment: planning, leisure, parking, parks & open spaces, economy & sustainability, asset management.

It is hoped that this themed approach will provide an opportunity to consider more strategically the issues that matter to residents and to take the opportunity to have a broader approach to scrutinising strategy, policy and decision-making. This broader emphasis will also enable members to have a wider focus including considering the role of partners/ agencies.

9. In accordance with the principles set out above, this report proposes the composition of the committees to be as follows:

Scrutiny Committees x 2		District Planning Committee	
Liberal Democrat	5	Liberal Democrat	5
Conservative	4	Conservative	5
Green	1	Green	1
Independent group	1	Independent group	1
Burgess Hill Independent	0	Burgess Hill Independent	0
Labour	0	Labour	0

Planning Committee

Liberal Democrat	5
Conservative	4
Green	1
Independent group	1
Burgess Hill Independent	0
Labour	1

Licensing Committee

Liberal Democrat	6
Conservative	5
Green	1
Independent group	1
Burgess Hill Independent	1
Labour	1

Standards Committees

Liberal Democrat	2
Conservative	2
Green	1
Independent group	1
Burgess Hill Independent	0
Labour	0

Audit Committee

Liberal Democrat	3
Conservative	3
Green	1
Independent group	0
Burgess Hill Independent	0
Labour	0

Total number of seats to be allocated: 74

Financial Implications

10. None

Other Material Implications

11. None

Background Papers

None

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TO APPOINT THE EXECUTIVE LEADER OF THE COUNCIL FOR A FOUR YEAR TERM

REPORT OF: DIRECTOR OF RESOURCES AND ORGANISATIONAL DEVELOPMENT
Contact Officer: Kevin Toogood, Assistant Director of Legal and Democratic Services
Email: kevin.toogood@midsussex.gov.uk Tel: 01444 477050
Wards Affected: All
Report to: Annual Council
24th May 2023

Purpose of Report

1. The purpose of this report is to provide background to the appointment of the Executive Leader of the Council for the period ending on the date of the Annual Meeting in 2027 in accordance with the requirements of the Constitution and the Local Government Act 1972.

Recommendations

2. **Council is recommended to:**
 - a) **To appoint the Executive Leader of the Council for a term of 4 years ending on the date of the Annual Meeting in 2027; and**
 - b) **Note the appointments to Cabinet positions and their portfolios.**
-

Background

3. The Executive Leader (“Leader”) will be a councillor elected to the position of Executive Leader by the Council at the First Annual Council Meeting; they hold office for four years or unless they:
 - a) resign from the office; or
 - b) are no longer a Councillor; or
 - c) are removed from office by resolution of the Council, provided that notice of any motion which would have the effect of removing them from office is delivered to the office of the Chief Executive not less than 10 clear days before the relevant Council meeting signed by at least 14 Councillors.
4. The Executive Leader is responsible for determining the Council’s executive arrangements, including the appointment of Cabinet members, their portfolio responsibilities and how the executive functions are exercised.
5. The Executive Leader must appoint a Deputy Leader who holds the office until the end of the Executive Leader’s term of office unless they resign from the office, are no longer a councillor or are removed from office by the Executive Leader.

The Role of the Executive Leader

6. Part 5 (viii) of the Council Constitution details the key roles of Councillors. In addition to the role of Councillor, the Executive Leader of the District Council carries out the following duties:

- a) To be the political Head of the Authority
- b) To provide political leadership and inspire and communicate a vision and strategy that is well understood and supported by other politicians and the community
- c) To represent and lead the majority group in the Council and to put forward the group's political views to the Council
- d) To explain and promote a need and purpose of change to other politicians and the community so that change is well understood and supported
- e) To develop relationships with stakeholders to promote and achieve a positive image of the District Council
- f) To set priorities that are well understood and supported, and to overview performance to ensure priorities are met
- g) To overview the use of financial and staff resources to ensure the Council's policies, priorities and plans are achieved
- h) To chair meetings of Cabinet
- i) To have primary responsibility for Corporate policy/strategy, press and public relations, corporate communications, the Council's Budget, the Corporate Plan and Value for Money
- j) To ensure effective Cabinet responsibility for corporate policy and strategy, customer services, procurement and service and financial planning.
- k) To lead and act as spokesperson for the Cabinet in its work to develop Policy Framework and budget and take overall political control of authority within agreed Policy Framework
- l) To nominate, and if appropriate dismiss and replace, the members of the Cabinet
- m) To allocate portfolio holder responsibilities between Cabinet members
- n) To provide briefings to all Members of the Council at meetings of full Council
- o) To develop and maintain a wide-ranging knowledge and understanding of corporate, strategic, and service issues facing the Council in order to effectively perform the Executive Leader's role
- p) To contribute constructively to open government and democratic renewal through active encouragement to the community to participate generally in the governance of the District
- q) To understand the Council's role and place within the public sector
- r) To promote the interests of the Council's community partners and to broaden the environment
- s) To promote the Council's reputation as a Community Leader
- t) To keep the Members in general up to date on issues and to provide an important link between Members

- u) To encourage high standards of probity.
- v) To serve upon the County Joint Leaders Group and work constructively with the Leaders of other Councils in West Sussex
- w) To represent the District regionally and nationally

Procedure at Council for the election of the Executive Leader

- 7. A member of the Council must be nominated to fill the position of Executive Leader of the Council, with a proposer and seconder.
- 8. The Chairman of the Council will call for nominations. The nominated person must confirm that she/he is willing to fulfil the role. It is usually the case that group leaders have agreed in advance who is to be recommended to Council as the proposed leader.
- 9. The Chairman will conduct a vote once nominations have been received. All members of the Council may give a vote. The nomination and voting process will continue until a majority is given in favour of one person.

Appointment of Cabinet

- 10. Once appointed, the new Leader will address the Council and announce the Cabinet and their portfolios.
- 11. The Leader and Cabinet will then take their places at the front of the Chamber.

Financial Implications

- 12. The Constitution specifies the roles as special responsibilities to which special allowance, on top of the basic allowance, is payable annually as follows:

Executive Leader’s Allowance	£20,800
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Risk Management Implications

- 13. None.

Equality and Customer Service Implications

- 14. None.

Other Material Implications

- 15. None.

Sustainability Implications

- 16. None.

Background Papers

There are no background papers associated with this report.

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TO RECEIVE AND APPROVE THE OUTCOME OF THE HORSTED KEYNES NEIGHBOURHOOD PLAN REFERENDUM

REPORT OF: Deputy Chief Executive

Contact Officer: Sally Blomfield, Assistant Director Planning & Sustainable Economy
Email: Sally.Blomfield@midsussex.gov.uk

Wards Affected: *High Weald*

Key Decision: Yes

Report to: Annual Council
24th May 2023

Purpose of Report

1. The purpose of this report is to recommend that the Council formally 'make' the Horsted Keynes Neighbourhood Plan. The Neighbourhood Plan will then sit alongside the District Plan as part of the Development Plan for Mid Sussex and be used in the determination of planning applications in the parish of Horsted Keynes.

Summary

2. The District Council supports communities who wish to prepare Neighbourhood Plans. Altogether, in addition to the Horsted Keynes Plan, 19 Neighbourhood Plans have been 'made' (adopted) in the District. Once this Neighbourhood Plan is 'made', there will be full coverage across the district.
3. The Horsted Keynes Neighbourhood Plan has been through independent examination and received the support of the community in a Referendum. Mid Sussex District Council is required to formally 'make' the Horsted Keynes Neighbourhood Plan following a successful Referendum, unless to do so would breach, or would otherwise be incompatible with any EU obligation or any of the Convention Rights (within the meaning of the Human Rights Act 1998).

Recommendations

4. **Council is recommended to:**
 - (i) **Note the outcome of the Horsted Keynes Neighbourhood Plan Referendum;**
 - (ii) **Formally 'make' the Horsted Keynes Neighbourhood Plan part of the Development Plan for the parish of Horsted Keynes.**
-

Background

5. Horsted Keynes Parish Council is the 'qualifying body' with responsibility for preparing the Horsted Keynes Neighbourhood Plan. The Neighbourhood Plan covers the plan period 2016 to 2031 and has been prepared for a designated neighbourhood area which follows the Horsted Keynes parish boundary.
6. The Parish Council started the preparation of a Neighbourhood Plan for its parish in July 2012 when the Neighbourhood Plan area was designated by the District Council.

7. The Plan sets out a vision and objectives for the parish and, in line with paragraph 28 of the National Planning Policy Framework, it contains a series of policies on housing; the design of development; environment and green space; business and employment; and on transport.
8. The Neighbourhood Plan was published by the District Council for Regulation 16 public consultation from 22nd September until 7th November 2022.
9. In agreement with Horsted Keynes Parish Council, Mid Sussex Council appointed an Independent Examiner, Mr Andrew Ashcroft, to review whether the Neighbourhood Plan met the Basic Conditions, as required by legislation, and to recommend whether it should proceed to Referendum. The Examiner concluded that, subject to some modifications to the Plan, it met the Basic Conditions and should go forward to Referendum. These modifications were approved by Cabinet on 6th February 2023.
10. The Horsted Keynes Neighbourhood Plan Referendum was held on 4th May 2023. The result was 451 persons in favour and 96 against.

Making of the Neighbourhood Plan

11. The Neighbourhood Planning Act 2017 provides that a Neighbourhood Plan automatically becomes part of the Development Plan following a successful Referendum, holding full weight in relation to the determination of planning applications. However, the Local Planning Authority (LPA) also has a statutory duty to 'make' a Neighbourhood Plan, following a successful Referendum, if more than half of those voting have voted in favour of the plan. The LPA is not subject to this duty if (and only if) the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention Rights (within the meaning of the Human Rights Act 1998).
12. The Examiner concluded that the Horsted Keynes Neighbourhood Plan, with modifications, met these legislative obligations. No information has subsequently arisen to suggest the making of the Horsted Keynes Neighbourhood Plan would be in breach with or incompatible with the legislation.

Policy Context

13. The National Planning Policy Framework and the Localism Act 2011 support Neighbourhood Plans. The Mid Sussex District Plan was adopted in March 2018 and the preparation of Neighbourhood Plans is part of its overall development strategy.

Other Options Considered

14. There are no other options as the Local Planning Authority has a statutory duty to 'make' a neighbourhood plan, following a successful Referendum, and where the Neighbourhood Plan meets statutory requirements.

Financial Implications

15. The cost of the Examination was £4,128. This, plus the cost of holding the Referendum, will be met from the Government grant which is made available to Local Planning Authorities following the publication of a decision statement.

Risk Management Implications

16. If the Neighbourhood Plan is not 'made', the Council could be at risk of legal challenge on the basis it has not met the legal requirements for Neighbourhood Development Plans.

Equality and Customer Service Implications

17. An Equality Impact Assessment was carried out at the Submission (Regulation 16) Stage of the Neighbourhood Plan. The Parish Council also prepared a Consultation Statement demonstrating how they have consulted the local community and statutory consultees. The Examiner was satisfied that the consultation and publicity undertaken met regulatory requirements.

Other Material Implications

18. There are no other material considerations.

Sustainability Implications

19. The National Planning Policy Framework recognises the role that planning can have in addressing and mitigating future impacts of climate change – the draft policies within the Horsted Keynes Neighbourhood Plan were found to be in general conformity with national policy and ambitions.
20. The Horsted Keynes Neighbourhood Plan is accompanied by a Sustainability Appraisal (incorporating a Strategic Environmental Assessment). It documents, at each formal stage of the plan-making process, the impacts of the proposed policies against the sustainability criteria and informs the plan-making process by ensuring the plan is the most sustainable given all reasonable alternatives.

Appendices

Appendix 1: The Declaration of Result of Poll

Background Papers

- The Horsted Keynes Neighbourhood Plan – Referendum Version
<https://www.midsussex.gov.uk/planning-building/neighbourhood-plans>

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DECLARATION OF RESULT OF POLL

Horsted Keynes Neighbourhood Plan Referendum

I, Terry Stanley, being a Deputy Counting Officer at the above referendum held on Thursday 4 May 2023, do hereby give notice that the question put to the electorate was as follows:

Do you want Mid Sussex District Council to use the neighbourhood plan for Horsted Keynes to help it decide planning applications in the neighbourhood area?

And that the number of votes cast for each answer is as follows:

	Votes Recorded
Yes	451
No	96

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more than one answer	1
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	11
Total	12

Electorate: 1231

Ballot Papers Issued: 560

Turnout: 45.5%

And I do hereby declare that the majority of those voting in Horsted Keynes have voted **YES** to the question put and as a consequence Mid Sussex District Council will be asked to Make the Horsted Keynes Neighbourhood Plan.

Dated: Friday 5 May 2023

Kathryn Hall
Counting Officer

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