

Keymer Tile Works, Burgess Hill
Local Liaison Group (LLG) Meeting Minutes
10th September 2015, Croudace Site Offices

Local Liaison Group Representation

Present:

Croudace Homes

Daniel Chapman	(DC)	Project Engineer
Ivor McGovern	(IMG)	Site Manager
Matthew Norris	(MN)	Technical Manager
Greg Roberts	(GR)	Project Designer
John Wallis	(JW)	Building Manager

Local Councillors

Chris Cherry	(CC)	Burgess Hill Town Council
Claire Fussell	(CF)	Burgess Hill Town Council
Colin Holden	(CH)	Burgess Hill Town Council (& Mid Sussex District Councillor – St. Andrews Ward)
Anne Jones	(AJ)	Burgess Hill Town Council (& Mid Sussex Town Councillor – Burgess Hill Meeds, Mid Sussex District Councillor – Burgess Hill Meeds, West Sussex County Councillor – Burgess Hill East)
Kirsty Page	(KP)	Burgess Hill Town Council (& Mid Sussex District Councillor – St. Andrews Ward)

Local Resident Representatives

Mrs M Godber	(MG)	Brookway Representative
Avril Goodchild	(AG)	Cants Lane (West) Representative
Brenda Lynch	(BL)	Cants Lane (East) Representative
Reg Haverly	(RH)	Marlborough Drive
Brian Scarlett	(BS)	Wyvern Way & Curf Way Representative
Sue Upperton	(EN)	Quarry Close & Tilers Close Representative (Temporary Stand-In for Eddie Nielinger)

Mid Sussex District Council (MSDC)

Andrew Clarke	(AC)	Planning Enforcement Officer
Jon Lavis	(JL)	Planning Enforcement Officer
Hamish Walke	(HW)	Planning Officer

Apologies:

Croudace Homes

Claire Wright	(CW)	Marketing
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Local Resident Representatives

Rose Hards	(RH)	Kings Way & Longhurst Representative
Dan Sumner	(JL)	Nye Road Representative

Local Councillors

None.

MSDC

Nick Bennett	(NB)	Environmental Health Officer
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Item Note

1. Welcomes

1.1 MN welcomes the group, and invites new attendees and members of the Croudace and MSDC representatives to introduce themselves.

2. Project Update

2.1 JW provides a progress update regarding the site works as follows:

- a. Ground re-profiling of the 'Phase 1A' development area is complete.
- b. The deep pits within the former quarry area are currently being in-filled with site won soils, to allow the quarry to eventually be formed into approximately a bowl

shape.

- c. Foul drainage works are continuing to connect the existing infrastructure into the new 'Phase 1' road layout.

2.2 MN indicates that the 'Phase 1A' development works have been postponed due to outstanding work with the Section 106 legal agreement with MSDC. When this is resolved works will commence.

3.0 Previous Actions Update

3.1 MN gives reference to the actions determined within the last LLG meeting (held 29/07/15) and progress updates are reported as follows:

Nye Road Interim Improvements

3.2 MN reports that a positive meeting was held with the residents of Nye Road (on 03/09/15) where a package of interim improvement measures were discussed and agreed.

3.3 MN indicates the main focus of these works was to improve parking provisions and control traffic speeds during Nye Roads use as a construction access.

3.4 MN confirmed that the interim improvements were only temporary, and it is Croudace's intention to later provide permanent environmental improvements for Nye Road (which will be subject to a planning application).

Pond Works

3.5 JW reports that following arboricultural advice, and discussions with Wyvern Way and Curf Way local residents, Croudace are undertaking works to manage the trees and vegetation surrounding the existing pond.

3.6 JW indicates that to date the trees have been 'thinned out' to allow the remaining species sufficient space to grow. A specialist contractor will revisit the site in approximately a month's time to continue works by removing residual root matter.

3.7 BS comments that the local residents are pleased with the works to date, and queries who will be responsible for the future maintenance of the pond and surrounding vegetation.

3.8 MN responds that Croudace own the pond area at present, and will be responsible for the upkeep during the construction phase of the Keymer site. Following these works, Croudace may offer the area for adoption by the council, or set up a management company to undertake future maintenance.

3.9 CC queries if the proposed ponds within the site will be accessible.

3.10 MN indicates that a series of ecological ponds will be constructed alongside the 'public open space', and it is yet to be determined how many of these will be easily accessible. Where ponds are to be kept secure for great crested newt habitat fencing or planting will be used

for protection.

Marlborough Drive Representation

- 3.11 MN confirms that Mr. Reg Haverly is present as the local resident representative for Marlborough Drive, who will continue to be included with the LLG for its duration.

Council Tax Reduction

- 3.12 HW confirms he has sought advice and has found there is no scope for MSDC to reduce the Council Tax bills of residents surrounding the site. However, residents can appeal to the Valuation Office for their properties to be re-valued which may result in a reduction. Contact details are as below:

Post: Valuation Office Agency council tax enquiries, Westmoreland House, Strand Parade, Worthing, BN12 6EA.

Email: ctsouth@voa.gsi.gov.uk

Web: <https://www.gov.uk/government/organisations/valuation-office-agency>

Phone: 03000 501501

Fax: 03000 505672

- 3.13 BS comments that he has reviewed the issue and believes that the government website indicates reductions can be sought through the district council.
- 3.14 CH responds that it is possible to seek advice from the district valuer's, and that anyone who is interested in pursuing the reduction can contact him for further information.

Junction Road Double Yellow Lines

- 3.15 HW indicates the Traffic Regulation Order (TRO) for double yellow lines along Junction Road is open for consultation on the WSCC website.

N.B. There is uncertainty between HW and AJ regarding the exact position of the double yellow lines within the meeting. However, HW indicates that full details can be found on the following website: <https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/closed-traffic-regulation-order-consultations/mid-sussex-south-closed-tro-consultations/>

- 3.16 HW indicates he is not aware of when the double yellow lines works will take place.

4.0 General Discussion

- 4.1 MN welcomes all members of the LLG to raise any issues or concerns they have regarding the current or future works. General discussion is held as follows:

Tree Works

- 4.2 AG queries if any update could be provided regarding the possibility of replacement tree

planting along Cants Lane.

- 4.3 GR indicates that the possibility of replacement planting is still to be determined, as this area will be included within the Croudace 'Phase 3' development, and architectural detailed design work is only just beginning on the Croudace 'Phase 2' development.
- 4.4 BL comments that following the last meeting, works are commencing at 8:00am and dust problems have lessened.
- 4.5 BL recalls that Tree Protection Orders (TPOs) were in place for the remaining 'popular' trees along Cants Lane.
- 4.6 MN indicates that checks have been made with MSDC, and this was not found to be the case.
- 4.7 HW confirms that TPO searches had been undertaken, but did not note any TPO restrictions in that area of the site.
- 4.8 KP suggests that land ownership boundary movements may be the reason the TPO restrictions are not being noted within the site.
- 4.9 HW indicates he will provide TPO information within site, and the immediate off-site area around the boundary.
Please note; details of which can be found in Annex A of these meeting minutes.
- 4.10 MN comments that the large 'poplar' trees can be a maintenance liability. For instance, Croudace have recently undertaken works to crown the trees, at considerable expense, following letters from local residents.
- 4.11 MN indicates that letters have been received from local residents both asking for the trees to be removed and retained.
- 4.12 MN suggests that subject to the TPO review, it may be better for existing and future residents if Croudace were to undertake replacement planting in this area. This will need to be determined with residents during the detailed architectural design work for the 'Phase 3' development area.
- 4.13 RH queries who owns the existing trees along the railway embankment.
- 4.13 MN replies that the majority of these trees fall within the Croudace site ownership.

Noise & Dust

- 4.13 RH comments that he was informed by the Croudace site team that concrete crushing works would have been completed by the end of July. However, works are still ongoing at this time, and this is preventing Marlborough Drive residents from enjoying their back gardens.
- 4.13 JW responds that during the Phase 1 earthworks Croudace have uncovered former structures, and brick and tile remains, that Keymer buried during their ownership of the site. This has increased the length of time taken for the concrete crushing works. However, now

some of the earthworks within the pit have been undertaken it is hoped to move the crusher to a lower level which will help reduce future noise and dust.

- 4.13 RH queries if recent construction deliveries to the site are in accordance with the restrictions imposed by the outline planning permission.
- 4.13 JW confirms that soil materials cannot be imported to site to be used as fill within the pit, but construction materials such as road 'stone' and topsoil can be imported as necessary.
- 4.13 MG queries the frequency of the road sweeper used along Nye Road.
- 4.13 JW responds that the road sweeper was previously used to clean mud and dust along Nye Road at intervals as deemed necessary by the site team. However, given recent wet weather the road sweeper will now be scheduled weekly.

Earthworks Re-Profiling

- 4.13 KG (standing in for EN) raises concern with respect to the earthworks re-profiling recently undertaken alongside Quarry Close.
- 4.13 MN responds that Hydrock have been monitoring their works, and have been reviewing the area alongside Quarry Close on the morning of this meeting. MN confirms that Hydrock are content that the slope is stable at its current angle.
- 4.13 KG indicates that EN is concerned that the works are causing stability issues to his property, and would like further details of the intending planting strip around his property.
- 4.13 MN responds that he has received an e-mail from EN regarding these points, and that he would be writing to EN to address his individual concerns.

Traffic

- 4.13 MG addresses a question to AJ regarding the capacity of the existing highway infrastructure, and raises concern that the several new developments in the Burgess Hill area would cause safety and congestion problems.
- 4.13 AJ acknowledges that the road network was not originally built for the volume of traffic that the new developments, and the previous expansion of the town, will demand. However, WSCC have agreed to the proposals for the Croudace site so this development is considered to be acceptable.
N.B. AJ outlines wider plans that have been considered for the town including a by-pass road, which following further discussion is later agreed to be outside the scope of the LLG meeting.
- 4.13 MN indicates that traffic surveys and modelling was undertaken during the outline planning application. This identified traffic improvements to junctions surrounding the site to ensure the local road network could serve the development. MN indicates that a legal agreement is in place for these works to be undertaken, however it is yet to be determined if Croudace will construct the works independently or provide funds to MSDC / WSCC to construct the works themselves.

Weather

- 4.13 CC queries whether weather conditions will affect the works on site.
- 4.13 MN confirmed that wet weather will prevent the majority of earthworks in the 'pit', although some of the phase 1 development works will still be able to continue.

5.0 AOB

- 5.1 AG queries if the intention is still to undertake the Quarry Close Boundary replanting by Spring 2016.
- 5.2 MN confirms this is still the intention.
- 5.3 The LLG residents thank the Croudace, MSDC and the Local Councils for attending the meetings.

Please Note;

The information contained within these minutes is provided in good faith based upon the best information and intentions at that time. Croudace will endeavour to deliver all points stated within these minutes. However, operational restrictions, unforeseen circumstances and approval processes (amongst many other factors) may necessitate changes from the above.

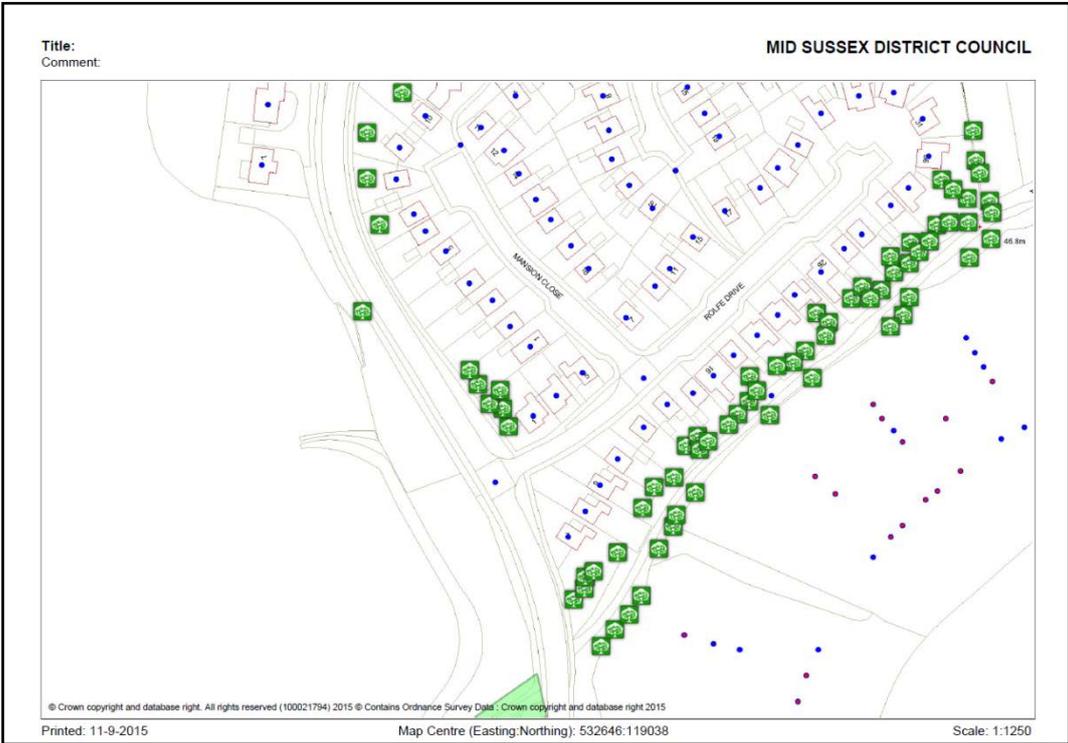
Any local resident wishing to receive minutes of future LLG meetings can be added to the distribution list by preferably providing their e-mail address to technical@croudace.co.uk, or if they do not have access to e-mail by calling the Technical Admin Team on 01883 335359 to provide their postal address.

If you have any concerns that you wish to be raised at the next LLG meeting, please contact your local resident LLG Representative in the first instance.

If there are any issues of immediate concern the Croudace site staff can be contacted directly using the details below:

Tel: 0333 321 8653
Email: kingsway.site@croudace.co.uk

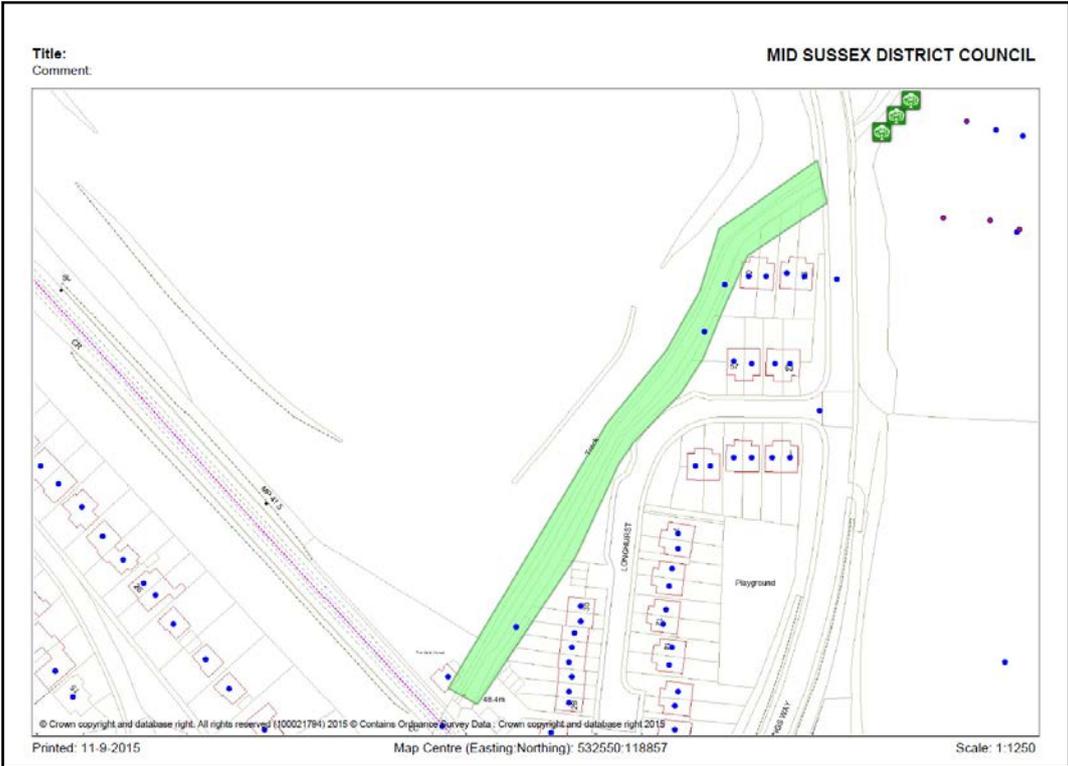
Annex A – Tree Protection Orders (TPOs)



Individual TPO's Surrounding The Kings Way Boundary



TPO Area Alongside Brookway



TPO Area Alongside Longhurst