

Keymer Tile Works, Burgess Hill
Local Liaison Group (LLG) Meeting Minutes
28th April 2016, Croudace Site Offices

Local Liaison Group Representation

Present:

Croudace Homes

Daniel Chapman	(DC)	Project Engineer
Matthew Norris	(MN)	Technical Manager
Greg Roberts	(GR)	Project Designer
John Wallis	(JW)	Building Manager
Claire Wright	(CW)	Marketing Manger

Local Councillors

Chris Cherry	(CC)	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
Reg Haverly	(RH)	Marlborough Drive
Brenda Lynch	(BL)	Cants Lane (East) Representative
Eddie Nielinger	(EN)	Quarry Close & Tilers Close Representative
Brian Scarlett	(BS)	Wyvern Way & Curf Way Representative
Dan Sumner	(DS)	Nye Road Representative

Mid Sussex District Council (MSDC)

Jon Lavis	(JL)	Planning Enforcement Officer
Hamish Walke	(HW)	Planning Officer

Apologies:

Croudace Homes

None

Local Resident Representatives

Rose Hards	(RH)	Kings Way & Longhurst Representative
Sue Upperton	(SU)	Rolfe Drive Representative

Local Councillors

Claire Fussell	(CF)	Burgess Hill Town Council
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MSDC

Nick Bennett	(NB)	Environmental Health Officer
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Item Note

1. Welcomes

1.1 MN welcomes the group, outlines the agenda for the meeting, and chairs the meeting as follows:

2. Phase 1 Development Works – Construction Progress Update

2.1 JW provides a progress update regarding the Phase 1A development works. The main points of this update are noted as follows:

- a. Sales homes are watertight following completion of the roofing works, and are currently having second fix plumbing and electrical works.

- b. 'Continuous Flight Auger' (CFA) piling (as described within the 29/07/15 meeting minutes) are complete in the Phase 1A site.
 - c. Highway works in the Phase 1A site are approximately 60% complete.
 - d. Drainage works are being progressed in the Phase 1B site.
 - e. The Wyvern Way highway connection will commence in the next 2-3 weeks. A letter drop will be undertaken to the affected residents in advance. The works are anticipated to take 2-3 weeks.
- 2.2 CH queries the ownership of the existing pond adjacent to Wyvern Way.
- 2.3 MN responds that Croudace still own the pond, with the adjacent play area owned by MSDC.
- 2.4 CH suggests that the pond requires clearing, as it contains a disregarded shopping trolley, and the fencing between the playground and pond is leaning.
- 2.5 JW confirms that Croudace will review the issues and address them as necessary.
- 2.6 MN adds that the fencing will be replaced under the Phase 1B development works, and initial planting work had already been undertaken around the pond, with further planting works to follow after the highway connection has been made with Wyvern Way.
- 2.7 JW indicates that Croudace have had a request from a 4G network provider to cut trees alongside the existing Wyvern Way pond, which they believe are interfering with their signal.
- 2.8 AJ suggests that this will require the approval of MSDC.
- 2.9 JW responds that the trees in question are not subject to TPOs.
- 2.10 AJ suggests that in this case it is the decision of Croudace whether the tree works can be undertaken.
- 2.11 MN indicates that the request is being raised within the LLG, as Croudace do not wish for the local residents to incorrectly assume that the trees are being cut for the benefit of the development works.
- 2.12 HW suggests that it would be beneficial if the MSDC tree officer could be passed the details for their review.
- 2.13 CH queries if Croudace would undertake an advance letter drop to affected residents if the tree works are to go ahead.
- 2.14 MN responds that Croudace would not be undertaking the works, and therefore could not provide the relevant details, but the contractor working on behalf of the 4G network provider should undertake a letter drop.

- 2.15 MN indicates that works had been undertaken to remove trees within the planting strip at the rear of Curf Way alongside the Phase 1A boundary. MN explains this clearance was undertaken to allow ground remediation works to the future gardens of Phase 1A plots.
- 2.16 JW indicates that when the remediation works are complete Croudace will replace the fencing along the planting strip, which should be in approx. 8 weeks, and will replant the trees during the next planting season.

3.0 Enabling Works – Construction Progress Update

- 3.1 DC provides a progress update regarding the enabling works in the former quarry area. The main points of this update are noted as follows:
- a. The Public Open Space area is still in use as a borrow pit to temporarily extract soil to be used for 'Surcharge' loading. This will be the case until the surcharge process is completed, after which time the soil will be returned.
 - b. The 'initial section' of the Phase 2 Development Area to be treated is now ready for the surcharge to be removed. This 'initial section' relates to the area of the site between the Kings Way boundary and the start of the Public Open Space area, next to the already created habitat area.
 - c. Drainage works are now complete in the remaining part of the Phase 2 Development Area. This 'secondary area', which largely comprises the highway connection between Wyvern Way and Kings Way (outside of Phase 1), will now be subject to surcharge loading as the material is moved from the 'initial section' to this area.
 - d. The remaining site is yet to receive enabling groundworks to infill existing ponds, reshape the ground surface as a development platform, and undergo the drainage / surcharge works to improve the ground.
- 3.2 EN indicates he has experienced disruption as a result of the previous surcharge works in terms of dust, noise and vibration.
- 3.3 BS comments that he has also experienced similar issues, particularly with dust, and suggests the councillors are accountable for these problems by allowing the development works to proceed.
- 3.4 EN and BS request the residents are provided a reduction in their council tax during the development works.
- 3.5 CH replies that the residents would need to individually apply for any council tax reductions, as he had explained previously.
- 3.6 HW comments that Croudace have submitted a Construction Management Plan for the works, which covers issues such as noise and dust control, and are working to the provisions set out in this plan.

- 3.7 MN adds that dust monitoring is being carried out around the site boundary, and the results have been within the agreed limits to date.

4.0 Phase 2 Development Works – Planning Progress Update

- 4.1 GR provides a progress update regarding the planning works on Phase 2, with reference to an updated masterplan drawing ref AA4548(2)-1001-RevD (as shown in Appendix A). The main points of this update are noted as follows:

- a. The Phase 2 planning design drawings presented within the last LLG meeting have been refined following further discussions with MSDC, as shown in the latest masterplan. However, there are no substantial changes to the Phase 2 community buildings, the highway connecting Wyvern Way to Kings Way (outside of Phase 1 which is already approved), the areas of housing development, and the Public Open Space.
- b. It is likely Phase 2 will be submitted to MSDC within a reserved matters planning application in 3-4 weeks. Croudace will provide further details of this development phase on the website, when finalised. Residents will be able to provide comments to MSDC regarding the application in the normal manner.

- 4.2 EN queries when the Kings Way highway connection works will be commenced.

- 4.3 JW replies that Croudace plan to start these works in either July or August.

- 4.4 CH queries whether the roads within the site will be adopted.

- 4.5 MN confirms Croudace wish the roads to be adopted, and are already working with WSCC Highways to permit this adoption within Phase 1 of the site.

- 4.6 AJ queries if the highways have been designed for refuse vehicles, and whether sufficient parking will be available.

- 4.7 GR confirms refuse vehicles have been accommodated, and that the parking provisions proposed exceed the WSCC standards.

- 4.8 BS queries the quality of the houses to be built.

- 4.9 MN replies that Croudace houses are built to a high specification, and the company is known for its quality – as shown by recently winning the ‘London Evening Standard New Homes Awards 2015’ amongst other industry recognition.

5.0 Questions and Answers

- 5.1 DS queries if Nye Road is still intended to be for pedestrian access only.

- 5.2 JW confirms.

- 5.3 AG queries if Croudace had been pumping storm water into the stream, as a neighbour had noted that the stream water level had risen.
- 5.4 MN confirms, but reassures that this practice had continued in the same manner as previously undertaken by Keymer Tiles.
- 5.5 CH notes that the water table in the general area had been very high recently.
- 5.6 KP comments that rainfall would have accumulated gradually within the stream as a result of the wet winter.
- 5.7 MG queries the cost of the pumping station to run.
- 5.8 MN replies that he does not have these figures to hand. However, Croudace intend for Southern Water to adopt the pumping station following Croudace paying the necessary adoption fees.
- 5.9 BL queries if it would be possible for the LLG to undertake a site visit to help put the current and future works into context.
- 5.10 MN confirms this will be possible, and will be arranged for all those LLG members interested at the next LLG meeting (subject to weather). MN notes that further details will be provided during the next meeting date notification.
- 5.11 AG queries if Croudace will restart the window cleaning to affected properties.
- 5.12 JW responds that the window cleaning was halted during the winter weather, but he will review restarting the cleaning as it becomes necessary.
- 5.13 BL queries the building height alongside Cants Lane, with reference to the displayed masterplan drawing.
- 5.14 MN responds that these details have not been confirmed adjacent to Cants Lane, and the masterplan drawing is purely indicative outside of the Phase 1 & Phase 2 areas.
- 5.15 AJ queries what trees had been specified for use in the site.
- 5.13 MN responds that he does not have reference of the exact species to hand, but all proposed and existing trees were considered during the design of the property foundations.
- 5.14 DS queries when improvements to Nye Road will be undertaken.
- 5.15 MN responds that the improvements will be undertaken following completion of the Phase 1 works, which is expected towards the end of 2017.
- 5.16 JW adds that the temporary improvements had been postponed as it is now know that South East Water will be undertaking upgrades to the water supply pipes along Nye Road.
- 5.17 DS queries whether these works were in connection to the recent trial pits in Nye Road.

- 5.18 DC confirms, and suggests a site meeting is to be held shortly with South East Water were the trial pit findings and recommendations will be discussed. Further information will be provided to the residents of Nye Road in due course.
- 5.19 DS suggests that traffic speed is still an issue along Nye Road, and requests additional signage is provided.
- 5.20 JW replies that the signage will be reviewed and improved as necessary.
- 5.21 EN indicates he has an oak tree in his front garden with a TPO which is diseased.
- 5.22 HW indicates arrangements should be made with the MSDC tree officer to review the trees condition, and recommend appropriate safety measures.
- 5.23 AG queries the date for the start of the Phase 3 development works.
- 5.24 MN replies that this will most likely be towards the end of 2017 to the start of 2018.

6.0 AOB

- 6.1 MG queries the date for the next meeting.
- 6.2 It is agreed the next meeting would be held in approximately 6 weeks.

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

Appendix A – Current Site Masterplan

