

Keymer Tile Works, Burgess Hill

Local Liaison Group (LLG) Meeting Minutes

1st March 2017, Burgess Hill Football Club

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
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Local Resident Representatives

Mrs M Godber	(MG)	Brookway Representative
Avril Goodchild	(AG)	Cants Lane (West) Representative
Brian Scarlett	(BSc)	Wyvern Way & Curf Way Representative
Dan Sumner	(DS)	Nye Road Representative
Eddie Nielinger	(EN)	Quarry Close & Tilers Close Representative
Reg Haverly	(RH)	Marlborough Drive
Emma Reece	(ER)	Kings Way & Longhurst Representative (Permanent replacement for Rose Hards)

Mid Sussex District Council (MSDC)

Jon Lavis	(JL)	Planning Enforcement Officer
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Apologies:

Croudace Homes

Brian Self (BSe) Site Manager

Local Resident Representatives

Brenda Lynch (BL) Cants Lane (East) Representative
Sue Upperton (SU) Rolfe Drive Representative

Local Councillors

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)

MSDC

Steve Ashdown (SA) Planning Officer
Nick Bennett (NB) Environmental Health Officer
Andrew Clarke (AC) Planning Enforcement Officer

Item Note

1. Welcomes

- 1.1 MN introduced ER to the group, the new representative for Kings Way and Longhurst, and outlines the agenda for the meeting.

2. Phase 1 Development Works – Construction Progress Update

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

- a. Initial occupations have commenced within Phase 1A, with access off Wyvern Way. Hoarding has been erected to separate the occupied homes, and show homes, from the site to prevent its use as a construction access.
- b. Within Phase 1A building trades are undertaking internal finishes to the remaining properties.
- c. Within Phase 1B construction progress is at different stages, from foundation works to first-fix electrical and plumbing works.
- d. At present the roof is being constructed on the Phase 1B block of flats.
- e. The site compound has now been relocated from Phase 1 into Phase 2.

- 2.2 JW provides a progress update regarding the Phase 2 development works. The main points of this update are noted as follows:

- a. The access into the Phase 2 site has been constructed off Kings Way.
- b. Construction is about to start on the main road, known as the spine road, which links Phase 2 to Phase 1. The road, and its associated drainage, will take approximately 4 months to complete.
- c. The two blocks of flats at the Kings Way entrance will have piled foundations constructed at the end of March, and will then be the first properties to be built within Phase 2.
- d. Works will then progress within Phase 2A (plots 170-247) in a sequential manner.

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 earthworks are still currently postponed for the winter period, but are likely to recommence in the beginning of April (subject to weather conditions). A letter drop will be undertaken in advance of the works restarting to affected properties.

- b. The first activity when recommencing the earthworks will be to move the surcharge mound from its current location predominately in Phase 2 north into Phase 3. It will then be monitored to ensure the effective improvement of the ground below, and then repositioned in a similar manner.
- 3.2 EN queries if the recently created storm water pond in the Public Open Space (POS) was permanent.
- 3.3 DC responds that this feature was temporary, and that material had been borrowed from this location to be used for the surcharge mound. Following the ground improvement works it will be returned to raise the levels in this area. In the interim the borrow pit is being utilised to help manage storm water.
- 3.4 EN requests details of the ground level strategy within Phase 3.
- 3.5 DC responds that Phase 3 had been re-profiled as part of the earthworks, and that the current ground levels on site will be approximately 1m below finish ground levels. This would be subject to minor variations to suit the Phase 3 layout (following its approval).
- 3.6 EN queries when the replacement tree planting scheme would be carried out along the eastern boundary.
- 3.7 MN responds that the site logistics and size of the proposed trees have made providing the works difficult, but that Croudace are currently reviewing undertaking part of the tree planting scheme shortly.
- 3.8 EN notes that the earthworks are a significant engineering challenge.
- 3.9 EN suggests that he had be experiencing drainage problems in his garden recently.
- 3.10 MN responds that the existing fall within the planting margin means that it was highly unlikely the water was surface run-off, and suggests that there may be land drainage entering the former quarry from his property that may have become blocked by the recent temporary surcharge works. MN indicates that Croudace have solutions prepared for the permanent situation if land drains are present.
- 3.11 EN requests that information is shared to respective homeowners if any land drains are found that could have an effect on their property.
- 3.12 EN suggests that the tell-tales gauges fitted to his property have been showing movement recently.
- 3.13 MN responds that only normal movement had been recorded in surveys to date, but this would be checked again shortly.

4.0 Planning Progress Update

- 4.1 GR notes that the Phase 2 reserved matters application had been approved.
- 4.2 GR indicates that the Phase 3 reserved matters application had been subject to the design panel review, and that Croudace were currently making changes in response this feedback.
- 4.3 EN queries if the block of flats adjacent to Quarry Close will be lowered from 3 the storey's originally proposed.
- 4.4 GR responds that Croudace intend to make the building 3 storey at the front, and 2 storey to the rear (facing Quarry Close) by utilising the roof space as living accommodation.
- 4.5 EN questions if one bedroom flats should be provided, as these could quickly become outgrown by future homeowners.
- 4.6 GR indicates these are being provided as the council has high demand for these properties in the area.
- 4.7 CC notes that these one bedroom properties can provide the important first step onto the housing market for those with smaller deposits available.
- 4.8 BSc raises concern with the behaviour of the new social housing residents that have moved into the development recently.
- 4.9 EN suggests this is not the responsibility of Croudace.
- 4.10 JW indicates that if anyone has issues with social housing residents behaviour then Croudace can liaise with the Housing Association management company, Raven, and request appropriate action is taken.
- 4.11 CC suggests the local community should attempt to bring everyone together by forming a residents society, or similar.
- 4.12 MN notes that the social housing is provided to the same specification externally, and to a high standard internally. This should encourage occupants to take care of their homes, and feel part of the community. In addition, a management company will be set up for the development which would be run by a resident's society.
- 4.13 EN questions what provisions will be made for new schools, and the other effects that the new residents within the development will have on local services.
- 4.14 MN responds that Croudace are making substantial contributions to the council to help accommodate the effect of the development, such as new school places, as detailed within a Section 106 legal agreement. MN encourages those that are interested to speak to the council to find out how they plan for this money to be spent.

5.0 Questions and Answers

- 5.1 MN welcomes queries from the group for any other matters regarding the development.
- 5.2 BSc queries when the highway link from Curf Way into the site would be constructed.
- 5.3 JW responds that this will occur after the spine road construction is completed.
- 5.4 AG relays a message from BL in her absence, and questions what boundary tree planting would occur in Phase 3.
- 5.5 MN responds that trees are currently planned along the Cants Lane boundary, and positioned within the site at appropriate locations, as shown in the current Phase 3 layout (subject to approval).
- 5.6 DC notes in a previous meeting BL had been requested to gather a consensus of opinion whether the existing popular trees within the Phase 3 site, alongside several Cants Lane rear gardens, should be retained or replaced.
- 5.7 MG queries the species of trees to be planted.
- 5.8 MN responds that generally of a mixture of deciduous broad leaf trees would be selected.
- 5.9 EN queries if the tree roots should be removed from the existing trees that had been cut down alongside Quarry Close, and requests confirmation of Croudace's intentions.
- 5.10 JW indicates that he would review the situation.
- 5.11 DS queries if the recent highway repairs undertaken to Nye Road were temporary or permanent.
- 5.12 JW confirms these repairs were temporary.
- 5.13 GR comments that plans for the permanent repairs to Nye Road will be started shortly, and a separate meeting would be called with the Nye Road residents to discuss the proposals.
- 5.14 DS queries if Nye Road will cease to be used for construction traffic when the spine road works are complete within the site.
- 5.15 JW confirms, but notes that Nye Road would still need to be used on a temporary ad-hoc basis. For instance, when the Section 278 off-site highway improvements were being undertaken on Kings Way.
- 5.16 BSc indicates he had seen children playing near the pond, and suggests signage is erected.
- 5.17 MN responds that signage is usually ineffective, and suggests as the further homes are completed around the pond the natural surveillance of the area will increase. The matter could be reviewed once again following this time, to see if any further measures are required.

- 5.18 AG indicates that she has spoken with the residents she represents and that none were in favour of the proposed bus lay-by on Cants Lane. In addition, parking was felt to be the major issue on Cants Lane and queries if any improvements could be made.
- 5.19 MN notes that Croudace were obligated to undertake off-site highway improvements as part of their Section 106 legal agreement. However, Croudace now intend to make a contribution to WSCC Highways to facilitate the works, so that a comprehensive strategy could be developed with all the local developments in mind (rather than piecemeal improvements). In addition, a transport study had been undertaken at the outline planning stage to ensure that the local highway infrastructure could cope with the proposed development.
- 5.20 BSc recalls that Hamish Walke had suggested the mini roundabout at the Wyvern Way / Cants Lane junction would be removed, and indicates this is yet to occur.
- 5.21 CC confirms WSCC Highways are aware of the issue, and the work is in hand.
- 5.22 ER queries if the footpath leading to the one o'clock crossing would be open to public use following the development, and whether there were plans to improve the footpath.
- 5.23 MN responds that this is currently a public bridleway, and this will continue to be the case post development. However Croudace will make improvements to the bridleway as part of their S106 obligations, and would reviewing plans for these improvements shortly.
- 5.24 AG notes there are currently potholes along the Cants Lane, and suggest that the problem will get worse if construction traffic uses this road. AG requests signage is positioned to ensure construction traffic is routed to the Kings Way access from Folders Lane.
- 5.25 JW responds that Croudace will send notifications to delivery companies to advise them of the correct route. However, unfortunately this information is not always passed on directly to the driver, and as such there is potential for incorrect routing initially. Nonetheless Croudace will make every effort to ensure the correct routing is followed.
- 5.26 BSc indicates the street lighting in the occupied development is not functioning at present.
- 5.27 JW responds these would be resolved shortly.
- 5.28 MG refers to recent media coverage of Bovis Homes, and queries what procedures are in place to ensure Croudace maintain appropriate standards on the Kings Weald development.
- 5.29 JW responds that Croudace site managers take pride in their work, and have a detailed quality assurance procedure which they much follow for each individual plot. In addition, site visits are undertaken by both the NHBC and Building Control between 2-3 times a week as independent verification of the works.
- 5.30 MN notes that Croudaces quality is represented by their customer satisfaction results, for which they are a market leader with over 90% of customer indicating they are happy to recommend a Croudace home to their friends. In addition, Croudace have been presented with the HBF 5 star award since its initiation, which has just be renewed recently.

- 5.31 BSc agrees high quality was achieved with his Croudace home.
- 5.32 CC queries whether the POS is to be used as a flood plain in heavy storm events.
- 5.33 MN responds that within a 1:30 year storm event the water would be accommodated below ground within drainage systems. In 1:100 year storm event the additional water would be directed into the POS to avoid damage to any homes. This is in accordance with standard industry practice.
- 5.34 CC queries if a football pitch was intended to be provided in the POS.
- 5.35 GR responds that Croudace are not providing a football pitch, and it would be the decision of the council if they wish to make this provision available.
- 5.36 EN queries if window cleaning would be provided again in the summer months if dust becomes a problem.
- 5.37 MN confirms that window cleaning would be provided to affected residents in the same manner as before.
- 5.38 DS suggests that contractor vehicles are still exceeding the temporary speed limit set on Nye Road.
- 5.39 JW indicates the site team would remind all contractors of the designated construction speed limit.

6.0 AOB

- 6.1 EN refers to the delay in receipt of the 12/10/16 meeting minutes, and requests quicker distribution for this meeting.
- 6.2 MN suggests that the development is now moving to the point where issues are likely to become more specific to particular areas surrounding the site. Hence, the proposal is to have fewer full LLG meetings and instead arrange smaller groups in an ad-hoc manner as any specific issues arise.
- 6.3 There is general agreement to this proposal from the group.
- 6.4 MG comments that she would still be interested to receive meeting minutes from the sub-groups as they occur.
- 6.5 DC confirms minutes would still be provided from these meeting in the same manner.
- 6.6 CC suggests local councillors would still like the opportunity to attend the LLG focus groups.
- 6.7 GR confirms local councillors and MSDC representatives would be invited as before.

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: 01444 239784
Email: kingsway.site@croudace.co.uk