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An ordinary meeting of the Parish Council Meeting held on Tuesday 1st February 2011 in Albourne Village Hall.
Minutes

Agenda No	Minute No	Agenda reference	Minute Detail	Action
1.	370	Open Meeting and Apologies for Absence	Meeting opened at 7.35pm. The Chairman welcomed everyone in attendance. Present: Cllr Stafford (Chairman), Cllr Butler (Vice Chairman), Cllr Gratton (Chairman of Planning Committee and Cllr Dunckley. MSDC Cllr Seward. 2 Members of the Parish were present. Also Present: Jenny Hartley – Clerk to the Council Apologies Cllr Gooch, Cllr Ritchie & WSCC Cllr Griffiths.	
2.	371	Declaration of Interest	Cllr Gwyn Price declared an interest in planning application for AE/10/00008/FUL Yew Tree House, Church Lane, Albourne. This is his own property and respective planning application.	
3.	372	Approval of Minutes from PC meeting on 14.12.10	Proposed Cllr Gratton. Seconded Cllr Price. Minutes signed by the Chairman.	
4.	373	Matters arising from the above minutes	To be covered during later points in the meeting.	
5.	374	To Receive Reports from:		
		i. WSCC Peter Griffiths	Apologies received	
		ii. MSDC Sue Seward	<u>Gospel Hall update:</u> No further update following the email from Steven King last week. It is unknown if MSDC made a site visit. Cllr Price stated the recent noise was an outrage - it had been relentless. Cllr Gratton stated there had been no visit during that particularly	Cllr Seward will check when Steven King met with the Gospel Hall Trust.

		<p>difficult evening. It was after the main problem had already taken place. MSDC Cllr Seward stated future issues like this must also be copied to Environmental Health as well as the Planning Officers for maximum impact.</p> <p>Cllr Gratton stated we recognise there may be situations where work of this nature unavoidable; however, we have asked Steven King (MSDC) to respond to us with a clear policy as to how this will be handled by the applicant in the future, as of yet we have not received a reply.</p> <p>It was noted in another response from Steven King there is an invitation to the applicant to 'apply for an amendment' or alternatively 'breach the conditions'. APC Cllrs were unhappy with this statement.</p> <p>Cllr Seward stated that Steven King had been on annual leave and then been taken ill over the Christmas period so there had been delays in some responses from MSDC.</p> <p>Cllr Seward will check when Steven King met with the Gospel Hall Trust and report back to the Clerk.</p> <p><u>2 Church Lane</u></p> <p>Officers withdrew the application. Extra refusal added relating to 5 year land supply. Cllr Gratton stated the agent had responded to MSDC with this information. Discussions took place regarding Green/Brown Field sites and Built Up Area relating to this application.</p> <p>Cllr Gratton is going to speak at the planning meeting relating to 2 Church Lane. Cllr Stafford is happy to attend to speak on Elm Studio application.</p> <p>Budget Paper – MSDC plan to cease neighbour notifications on planning applications. 35,000 letters per year are sent out, which has a vast cost implication to MSDC. With the availability for the public to view online, information is readily available. This will have a 4 month notice period. Copies of plans will no longer be available for Parishes.</p> <p>Cllr Gratton stated there are issues relating to the website with viewing some plans.</p> <p>MSDC are cutting £1million out of their budget this year, however no services will be cut this year. Voluntary redundancies – only where there is no effect on the running of the business. No compulsory redundancies.</p>	<p>Send Sue Seward a copy of the Civic Refuse Email so Sue can take this to MSDC to progress on behalf of Albourne PC.</p>
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			Standards regime is being scrapped within the localism bill. The County are producing their own code of conduct, and MSDC will look at that to work with that. PC's will then have the opportunity to opt into services. Failure to 'declare in interest' will become a criminal offence. <u>Civic Refuse Collection Service:</u> Cllr Stafford informed Cllr Seward that it is felt this service is as far to Albourne as some of the other listed Parishes in the same distance – Cllr Seward will look into this.	
6.	375	Planning Liaison Committee – Cllr Gratton	New Applications: As with all applications, Cllr Gratton talks APC Cllrs through the plans and time is spend questioning all aspects of the impacts the applications may have.	
	<u>AE/10/03899/FUL Rainbow Cottage, Truslers Hill Lane, Albourne.</u> <i>Two storey side extension with pitched roof</i>		No objection. Proposed: Cllr Gratton. Seconded: Cllr Price. All in favour.	
	<u>AE/10/00008/FUL Yew Tree House, Church Lane, Albourne</u> <i>Conservatory and related internal modifications to kitchen.</i>		Cllr Price left the meeting as this is his property and he had declared an interest. No objection to this application. Proposed: Cllr Gratton Seconded: Cllr Stafford	
	<u>AE11/0017/FUL + LBC</u> <u>The Arches The Street Albourne Hassocks</u> <u>West Sussex BN6 9DJ,</u> Demolition of existing concrete and asbestos cement garage. construction of timber framed garage		Cllr Dunckley stated there may be an effect on Norton's due to light. Deadline is 18 th February 2010. Discuss on 15.02.11 meeting.	
	<i>Future Applications</i>		Another application for The Gallops – a house in the grounds on the tennis courts. Deadline: 25 th Feb 2011 – Cllrs to discuss on 15.02.11. See Appendix 1 for response sent to MSDC.	
	ii. Recent Decisions of the Planning		Softech House - refused. No result from the enquiry as of yet	

	Authority	Grange View house – refused. Elm studio - refused. Cllr Stafford extended his thanks to Cllr Gratton for all his hard work on Grange View House, and all the planning applications affecting the village.	
	iii. Enforcement Updates	N/A	
7.	376 Housing Initiative/Questionnaire	Tom Warder from Action in Rural Sussex confirmed an offer is still under consideration by the owner of land.	Leave on the Agenda so this can be monitored.
8.	377 Fly Tipping (B2116)	The village has been subject to several incidents of fly tipping. The most recent being several newspapers dumped along the hedgerow of the B2116. This was kindly collected by a local resident as MSDC did not respond quickly. Cllr Stafford will contact Cllr Griffiths regarding the lay-by outside Albourne Equestrian Centre and the lorries parking and possibly dumping. Discussions took place regarding a sign stating a cctv is in use?	Clerk to scan and email the paperwork from the fly tipping to MSDC to see if they can have any evidence.
9.	378 Vehicle Activated Sign	APC have been informed by WSCC that the estimated costs for the VAS is £3500. This should have been included in our Section 106 money from the SRTS project. The Clerk has emailed this information to WSCC Peter Griffiths; however there has been no response so far.	
10.	379 Civic Refuse Collection Service	Cllr Sue Seward to report back.	
11.	380 Clapper Boards Update	Cllr Stafford stated that WSCC Highways are going to start works in due course. Awaiting Tim Boxall from Highways to confirm start date.	
		Church Lane Verge – some works have been completed. Seeding to take place in the spring.	
8.	381 Finance & Administration Report		
	<i>1. Agree Payments</i>	APCVH January Parish Council Meeting Hall Hire £12.75 West Sussex County Council December Salary (Clerk) £439.39 Barcombe Landscapes £120.30 Mazars External Audit for 2009/10 £234.00 Mazars External Audit for 2010/11 £186.00 Direct Tech Services Maintenance £158.51 Repair of Column vehicle damage £65.62 Mick Golby – general maintenance £30	

		J Hartley expenses 239.91 All Payments agreed.	
	2.	<i>Update on Complaint – Walnut Tree</i>	Information regarding Walnut Tree upkeep sent to Insurance company.
	3.	<i>Equestrian Centre Signs</i>	Some appear to have been removed following the letter from the PC.
	4.	<i>Mercury Lamps / SALC</i>	SALC cannot see any formal notification. They have suggested the PC have a rolling schedule in place for replacement as good practice.
	5.	<i>Leyfield All Night Lamps</i>	Dealt with by Direct Technical Services. Replacements have been made and updated.
	6.	<i>Christmas Tree Recycling</i>	Press release was sent by email, but not every Parish received it – we did not, Cllr Seward sent a copy to the Clerk to reference. Albourne however were not on the MSDC website for the same information so the Press Release and MSDC advertising did not match. Cllr Sue Seward aware.
	7.	<i>Report on Council Allowances</i>	Email sent to members on 5 th January 2011 from Josef Pearson MSDC.
	8.	<i>Annual Parish Meeting</i>	Invite Police Officer Vicky Blythe to speak. Cllr Gratton will prepare a talk on planning. National Park Speaker? Refreshments – wine supplied by Cllr Price.
	8.	<i>Joint Parish Meeting – Agenda items</i>	No further items to be added. Cllr Stafford has asked Suzanna Kemp from MSDC to report on the impact on planning and responses times that National Park will have.
9.	382.	Chairman’s Report	Cllr Stafford – (see also Cllr Griffiths report). Skip Bin outside Albourne Court, left permanently in front of the building. Cllr Gratton to speak to Jessie regarding the footpath alongside her property.
10.	383.	Village Hall Chairman’s Report	£200 grant for the Celebration of HRH Wedding day on 29 th April agreed by the Parish Council to the Village Hall committee in the previous minutes. 29 th April Celebration Day – Cllr Price will organise the alcohol for the day.
			Copy to RD
			Chase the fencing at the Albourne Park
			Cllr Gratton to investigate the Albourne Court.

			<p>Cllr Butler informed members the section of the car park outside will be repaired by WSCC at their cost. This was confirmed in a recent email too Cllr Stafford.</p> <p>Cllr Price stated the Cabinet official has blessed the lease document for the VH, this should be with us soon.</p> <p>Cllr Butler achieved £2k from the CLC meeting towards the replacement heating system for the village hall. The heating system is being re-quoted on, to ensure the best possible quote.</p>	
11.	384.	Website	Updated as and when information come through. Farm Watch is very active and updated regularly.	
12.	385.	Additional Items since preparation of the Agenda	<p>Concessions information – Information on detailed bus information. It was agreed this should continue for another year.</p> <p>Trivia Quiz for Village Show – No advertising had been needed as it was full from repeat business. The final figures are not available yet.</p> <p>It was considered if the village should hold another quiz night for the VH fund raising.</p>	Bus information from Cllr Gratton to Clerk in due course for the website.
13.	386.	Councillors Exchange of Information	<p><i>Cllr Gratton – Nil</i></p> <p><i>Cllr Butler – Nil</i></p> <p><i>Cllr Price - Nil</i></p> <p><i>Cllr Dunckley - Nil</i></p> <p><i>Cllr Stafford – Nil</i></p>	
14.	387.	Next Meeting Date	<p>Tuesday 1st March 2011 at 7.30pm</p> <p>Tuesday 15th February 2011 at 7.30pm – Joint Parish Meeting</p>	
		Meeting Closed at:	Meeting closed at 9.36pm	

Agenda items for March:

Signed _____ Date: _____



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APPENDIX 1 – PLANNING RESPONSE

Planning Department
Mid Sussex District Council
Oaklands
Oaklands Road
Haywards Heath
West Sussex
RH16 1SS

21st February 2011

Dear Sir/Madam

Response to Planning Application AE/11/00119/FUL The Gallops, Albourne.

Albourne Parish Council strongly objects to this planning application on the grounds that the proposal is in conflict with Local Plan Policies B3, B10, B12, and H3. Our comments are shown below under the respective policy headings.

We understand from on-line documentation that this decision is likely to go before committee. Given this, our comments below and the comments made by members relating to application 09/00879/FUL, we assume that the extensive planning history of the grounds of Gallops will be given in full in the officer's report.

Turning now to our policy objections.....

B3 – Residential Amenity

The proposal clearly impacts the adjoining residents to the west (Curtains Cottage and Nortons Cottage) by reduction in early morning sunlight and reduction in outlook created by the impact of the upper storey. The proposal therefore in our view conflicts with Policy B3.

The west facing side of the upper storey of the proposed dwelling presents an expanse of blank plain rendered wall. This wall is 11m wide with a height varying between 5 and 6.5m, well above ANY existing screening to the site's western boundary. Additionally there is very limited screening between the site and the garden of Curtains Cottage. The applicant's plan 194/10b clearly shows this, and further shows that NO additional screening is planned.

In any event, the proposed car-parking area almost directly abuts the boundary with Curtains such that there would be little room for screening.

The comment in the planning officer's site report which states that the building "nestles into its site" is misleading. Even the applicant's agent accepts that the tennis court site is 1.5 to 2m higher than the two adjoining listed buildings to the west. The proposed building is only "sunk" to a maximum of only 25cm below the existing tennis court surface. Given these facts, it is our view that the building rather more "perches on" than "nestles into" its site. We assume this statement will not form part of the report to committee.

B10 – Listed Buildings and their settings.

As we reported to committee in response to the last application (09/00879/FUL), it is our council's view that the planning history on this site shows a gradual and systematic development process which has resulted in the erosion of the setting of Gallops. We felt then that that application was a further and unacceptable step in this process. We also stated then, that we believed that this process would continue unless checked.

We feel this latest application fully justifies our comments and of course our original concerns remain, with the additional important consideration that this application impacts much more upon the wider conservation area and, perhaps more importantly, the two listed buildings (Curtains Cottage and Nortons Cottage) to the west of the site. This application also suffers by comparison (with the previous application) by not being at the "bottom of the garden" and thus situated much closer to Gallops. This latest proposed dwelling, with again a larger footprint than that of the main house represents in our view a further and unacceptable impact on the setting of Gallops, and thus conflicts with policy B10. The loss of this area of the grounds represents a further 25% reduction in the size of the remaining grounds. This on top of that the already lost through previous and planned development – the top third of the garden was lost to development in 1992 with a further planned loss of a further 40% of the rear garden length for another dwelling.

The nature of the bifurcated drive and the wish to screen the property from Gallops will mean the planting of "a 3.5m high evergreen hedge" running roughly east/west. This hedge will lie only around 5 metres (3.5m min and 6m max.) away from the southern wall and catslide roof eaves of the main house and at its stated finished height will be level with the TOP of the first floor dormer windows. Whilst undoubtedly considered necessary to partially mask the proposed building, this hedge represents by its bulk and proximity an inappropriate and damaging future impact on the setting of Gallops.

Note – this new hedge description for this location represents a change from the planting plans (for application 09/0879) for precisely the same location. Those plans showed a raised/pleached hedge with trees planted at 8ft intervals – in our view much less damaging to the setting of Gallops.

The negative impact on two other listed properties (Curtains and Nortons) to the west and their settings is addressed in our comments on policy B3 (above) and in B12 below.

B12 – Conservation Areas

The applicant's agent states that "the proposed dwelling would be largely hidden from Gallops, the Conservation Area and the surrounding houses". As stated above the proposed dwelling is not largely hidden from Curtains and the upper storey is clearly visible from both Curtains and Nortons. Both these properties form part of the conservation area AND both properties are negatively impacted by the proposal. The claim that the property will be largely hidden from the Conservation area lacks credibility given that the proposed site lies entirely within the Conservation Area.

In our view therefore the proposal does not meet policy B12 in that it fails to preserve or enhance the character or appearance of the area and does not safeguard the setting of either Curtains or Nortons.

Policy H3 – Infill within built up areas

We consider that the access and parking arrangements are unsatisfactory. If this application is allowed there will potentially be three dwellings all sharing a single-width drive at the point of its junction with The Street (which itself is little more than a single track lane at this point.) The positioning of the turning and parking area is clearly sub-optimal (a point shared by the MSDC Design Panel). Notwithstanding the planned screening, the parking/turning area is the closest on the proposed site to Gallops, and is directly adjacent to the boundary with Curtains, where the existing screening is poor AND no additional screening is planned. The proposal clearly does not accord with policy H3 of the local plan since it specifically fails to meet both aspects of criteria “f”).

For all the reasons stated above, we urge you to recommend refusal of this application.