

## ALBOURNE PARISH COUNCIL

You are hereby summoned to attend the Parish Council Meeting on Tuesday, 6<sup>th</sup> April 2021, in Albourne Village Hall at 7.00 p.m. \*

(The meeting is open to members of the press & public)

SIGNED.....*Iain McLean*.....The Parish Clerk  
Iain McLean

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## AGENDA

*\* Please note that due to the current ongoing lockdown situation (restrictions on meetings), this meeting is not being held in person, but will be conducted by zoom. Joining instructions will be available on the website shortly.*

- 1. The Chairman of the Parish Council opens the meeting, and receives any apologies for absence.**
- 2. Declarations of interest.**  
To receive any declarations of interest from Members of the Parish Council.
- 3. Adjournment for any questions or issues raised by members of the public.**
- 4. Approval of Minutes.**  
To receive and formally approve the minutes of the Parish Council zoom meeting held on 2<sup>nd</sup> March 2021 (as previously circulated) – to consider any matters arising from the minutes not otherwise on the Agenda.
- 5. To receive reports (if any) from:-**  
1. WSCC – Cllr Joy Dennis. 2. MSDC – Cllr Judy Llewellyn-Burke.
- 6. Planning matters.**  
1. To consider the two planning applications below, and to decide on the responses to Mid Sussex District Council (and where appropriate West Sussex County Council,

and the South Downs National Park Authority):-

APPLICATION NO.	PROPERTY	PROPOSAL
AE/DM/21/0951 (comments to MSDC by 01/04/21) *	Bounty Cottage, The Street	T1 - Scots pine - Fell
AE/DM/21/0789 (comments to MSDC by 02/04/21) *	2, Leyfield	First floor rear and side extensions.

\* Note: As the deadline for responses is prior to the date of the meeting, these applications have been dealt with under the delegated authority provisions of Standing Orders, and the agreed responses will be set out in the minutes in the normal way.

2. (i) To discuss and consider further (as necessary), the issue of the HGV movements, and planning matters at the Firsland Park Industrial Estate, and as appropriate, Winterpick Farm, (ii) to review progress with regard to the road traffic highways scheme, and to receive any further recommendations (if any) from the Working Group, and (iii) to receive any update regarding the Village Gateway signs and the Speed Indication Device.
3. To receive a general report from Councillor Nikki Ernest and/or the Clerk on any other current planning outcomes, appeals, and/or enforcement matters, District Plan/Neighbourhood Plan issues (both MSDC and Horsham District Council), and to agree any appropriate actions.

## 7. Finance report and matters.

1. To receive an update on the current financial position/Bank reconciliation statement. **[Attachment: financial summary circulated]**
2. To approve payment of the invoices and to make the payments. **[Attachment: list circulated]**
3. To receive and note the outturn budget for the financial year end 2020/21.
4. To note that the internal audit to be carried out by Mulberry and Co. for the financial year 2020/21, will take place on 20<sup>th</sup> May 2021 (and will be carried out remotely).
5. To note that because neither income nor expenditure for the financial year 2020/21 exceeded £25,000 the Parish Council can certify itself as exempt from a limited assurance review (i.e. the requirement to submit a full set of financial papers for external audit). It is therefore recommended to proceed accordingly.

8. **Current issues.** To discuss any updates, and to take any appropriate decisions/actions regarding current issues (see minutes of the last meeting). This item to include an update on the location and servicing of the new dog waste bin in Church

Lane, and the state of the fence alongside the Village Hall.

- 9. West Sussex Association of Local Councils (WSALC).** To note the latest position, and to decide in the light of any new arrangements, whether to continue the Parish Council's membership of WSALC for 2021/22. The Clerk/Chairman to report.
- 10. Report from Village Hall Management Committee and future Parish Council meetings.** (i) To receive and note a report from the Chairman of the VHMC on the VHMC meeting held on 30<sup>th</sup> March 2021. (ii) To formally note that remote meetings are not permitted after the 7<sup>th</sup> May 2021 (due to the ending of the current regulations), and in the light of the concerns about re-opening the Village Hall, to discuss and decide how to hold the Annual Parish Council meeting on 11<sup>th</sup> May 2021, and subsequent meetings, albeit dependent on the success of the roadmap towards the lifting of all the current restrictions on 21<sup>st</sup> June 2021.
- 11. Annual Parish Meeting.** To discuss and finalise the arrangements and agenda for the annual Parish Meeting of Electors to be held via the zoon platform on Tuesday, 4<sup>th</sup> May 2021 at 7.30 p.m.
- 12. Councillors exchange of information/new matters raised by Councillors.**

**(Dated and posted: 31<sup>st</sup> March 2021)**

*To: All members of Albourne Parish Council*  
*c.c. Parish Council notice-board*  
*Albourne Parish Council website*  
*Cllr Joy Dennis; WSCC Ward Councillor*  
*Cllr Judy Llewellyn-Burke; MSDC Ward Councillor*