

## ALBOURNE PARISH COUNCIL

You are hereby summoned to attend the Annual Parish Council Meeting on Tuesday, 12<sup>th</sup> May 2020, 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

---

## AGENDA

*\* Please note that due to the current lockdown situation, this meeting is not being held in person, but will be dealt with remotely. Minutes will be available in the normal way, in due course.*

- 1. Election of Chairman for the ensuing municipal year 2020/21.** Current Chair to call for nominations from those members present.
- 2. The new Chairman of the Parish Council formally opens the meeting, and receives any apologies for absence.**
- 3. New Chairman signs the Declaration of Acceptance of Office.**
- 4. Election of Vice Chairman for the ensuing municipal year 2020/21.** Nominations to be made from those members present.
- 5. Declarations of interest.** To receive any declarations of interest from Members of the Parish Council.
- 6. Adjournment for any questions or issues raised by members of the public.** If any member of the public has an issue they would like to raise with the Parish Council, please contact the Clerk (see the website for details).
- 7. Approval of Minutes.** To receive and formally approve the minutes of the Parish Council meeting held on 7<sup>th</sup> April 2020 (as previously circulated) – to consider any matters arising from the

minutes not otherwise on the Agenda.

**8. To receive reports (if any) from:-**

1. WSCC – Cllr Joy Dennis.
2. MSDC – Cllr Judy Llewellyn-Burke.

**9. Appointment of the Village Hall Management Committee (VHMC).**

To decide on the membership of the VHMC for the municipal year 2020/21 (under its constitution, there are 5 Parish Councillor places and 3 co-opted representatives, currently two are held by Mick Gratton, and George Hammond).

**10. Planning matters.**

1. To consider the three planning applications below, and to decide on the responses to Mid Sussex District Council:-

<b>APPLICATION</b>	<b>PROPERTY</b>	<b>PROPOSAL</b>
AE/DM/20/1150 ** (comments to MSDC by 1 <sup>st</sup> May 2020)	Land North Of Lanehurst Cottage, Twineham Lane	Erection of 3 bedroom, 3 storey dwellinghouse with new access onto Twineham Lane.
AE/DM/20/1214 ** (comments to MSDC by 1 <sup>st</sup> May 2020)	Barn At Truslers Hill Lane	Erection of additional stables and creation of Foaling Unit
AE/DM/20/1219 ** (comments to MSDC by 1 <sup>st</sup> May 2020)	Moorcroft Farm, Henfield Road	Alterations and conversion of existing buildings to create a single dwelling.
AE/DM/20/0838 (comments to MSDC by 29.05.20)	The Oaks, Henfield Road	Erection of lighting for an equestrian exercise arena.

\*\* Note: In view of the fact that 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. 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 from the Working Group, and (iii) any update regarding the Village Gateway signs issue.
3. To receive a general report from Councillor Nikki Ernest and/or the Clerk on any other current planning outcomes and matters, and/or enforcement issues, District Plan/Neighbourhood Plan issues (both MSDC and Horsham District Council), and to agree any appropriate actions.

**11. 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. **[Attachment: list circulated]**
3. To note and confirm that because for 2019/20 the Parish Council had income and expenditure of over £25,000 (mainly due to Operation Watershed grants), it cannot certify itself as exempt from submitting a full external audit, and so must complete a full audit for 2019/20, at a fee of approx £200 (this is budgeted for).
4. To confirm and agree the Parish Council's annual insurance arrangements for 2020/21. The recommendation from Came and Company is to continue to insure with Pen (formerly Inspire) at the annual premium of £592-10 (two other Companies having been compared against the same cover requirements, Hiscox, and Ecclesiastical).
5. To formally agree (as in the invoices list above) the annual contribution of £400 in 2020 towards the upkeep and maintenance of St. Bartholomew's Churchyard.

**12. Allotment vacancy.**

To decide on the strategy for filling a vacancy that has recently arisen at the Allotment site.

**13. Delegated Decision.**

To formally note a decision of the Council, taken under delegated authority (on the grounds of urgency) to discharge Barcombe Landscapes Limited from any further work at the Millennium Garden (MG) and to commission a local contractor to carry out the grass cutting at a cost of £20 per cut, the relevant provisions of Standing Orders also having been waived accordingly.

**14. Councillors exchange of information/new matters raised by Councillors.**

**(Dated and posted: 7<sup>th</sup> May 2020)**

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*