

ALBOURNE PARISH COUNCIL

You are hereby summoned to attend the Annual Parish Council Meeting
in the Village Hall on Tuesday, 9th May 2023, at 7.00 p.m.

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

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

AGENDA

- 1. Election of Chairman for the ensuing municipal year 2023/24.** To note that this is the first meeting of the new Parish Council since the elections on 4th May 2023, and to call for nominations for Chairman 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.** To be completed as soon as circumstances allow.
- 4. Election of Vice Chairman for the ensuing municipal year 2023/24.**
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. Casual Vacancy on the Parish Council.**
To note that because there were only six nominations for the Parish Council election on 4th May 2023 (the Council's constitution being seven Councillors), there is an immediate Casual Vacancy, and therefore to agree the action for advertising and filling the vacancy.

7. Adjournment for any questions or issues raised by members of the public.

8. Approval of Minutes.

To receive and formally approve the minutes of the Parish Council meeting held on 4th April 2023 (as previously circulated) – to consider any matters arising from the minutes not otherwise on the Agenda.

9. To receive reports (if any) from:-

1. WSCC – Cllr Joy Dennis. 2. MSDC – (to be confirmed).

10. Appointment of the Village Hall Management Committee (VHMC).

To decide, and appoint the Parish Council membership on the VHMC for the municipal year 2023/24 (under its constitution, there are 5 Parish Councillor places and 3 co-opted representatives, currently held by Mick Gratton, Eve Gerhold, and Shane Axtell).

11. 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/23/0811 *	Albourne Equestrian Centre, Melrose Farm, Henfield Road *	Retrospective application for change of use of a mixed-use site comprising of equine, trailer and caravan training to include use of the hard surfaced area to the North of the existing indoor riding barn as space for vehicle storage. *
AE/DM/23/1029 (comments to MSDC by 10.05.23)	North Park Farm, Church Lane	Proposed engineering operations to infill slurry and dirty water lagoons and revert land to agricultural grassland. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.

** Note: In view of the fact that the deadline for the response is prior to the date of the meeting, this application has been dealt with under the delegated authority provisions of Standing Orders, and the agreed response will be set out in the minutes in the normal way.*

2. To receive a report/update on any outstanding traffic and highway issues, and to take any necessary decisions.
3. To receive a general report from Councillors 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.

12. 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 confirm and agree the Parish Council's annual insurance arrangements for 2023/24 (if available).

13. Current issues. To discuss any updates, and to take any appropriate decisions/actions regarding current matters (see minutes of the last meeting).

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

(Dated and posted 2nd May 2023)

To: *All members of Albourne Parish Council*
c.c. *Parish Council notice-board*
Albourne Parish Council website
Cllr Joy Dennis; WSCC Ward Councillor
[tbc]; MSDC Ward Councillor