

ALBOURNE PARISH COUNCIL

You are hereby summoned to attend the Parish Council Meeting on
Tuesday, 4th April 2023 at 7.00 p.m. in the Village Hall

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

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

AGENDA

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 meeting held on 7th March 2023 (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 Kristy Adams.

6. Planning and traffic matters.

1. To consider the two planning application(s) 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/23/0678 (comments to MSDC by 10.04.23)	Truslers Well, Truslers Hill Lane	Conversion of double detached garage to create ancillary accommodation to the main dwelling; part demolition

		of existing side single storey extension; two new porches; two-storey side and rear extensions and proposed balcony to first floor rear elevation; new detached garage store and outbuilding together with associated internal and external alterations.
AE/DM/22/3783 (comments to MSDC by 11.04.23)	Squirrels, The Street	(Tree Report 20.03.2023) Ground and first floor flat extension to front/side elevation, forming car port and balcony.

2. To receive a report/update on any outstanding traffic and highway issues, and to take any necessary decisions. This item is to include a discussion about the speeding issues on Truslers Hill Lane, and any proposals to address them.

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.

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 2022/23.
4. To note that the internal audit to be carried out by Mulberry and Co. for the financial year 2022/23, will take place on 15th May 2023 (and will be carried out remotely).
5. To note that because neither income nor expenditure for the financial year 2022/23 exceeded £25,000 the Parish Council can (as for the last two years) 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.
6. To consider, as for last year, a request for a £300 grant to the Kent Surrey and Sussex Air Ambulance Service (see also item 7.2)

- 8. Annual Parish Meeting.** To discuss and finalise the arrangements and agenda for the annual Parish Meeting of Electors and to decide whether to hold in the Village Hall, or via the zoom platform, on Tuesday, 16th May 2023 at 7.30 p.m.
- 9. Current issues.** To discuss any updates, and to take any appropriate decisions/actions regarding current issues (see minutes of the last meeting), to include (i) deciding on further action regarding the gap in the hedge opposite Hunters Mead, (ii) to consider any updates on the Parish Council elections coming up on 4th May 2023.
- 10. Councillors exchange of information/new matters raised by Councillors.**
- 11. Delegated decision.** To note retrospectively the decision approved under delegated authority, on the grounds of urgency, to contribute the sum of £61-00 to the Monday Group for repairing the kissing gate in Church Lane (see also item 7.2.)

(Dated and posted 29th March 2023)

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