

ALBOURNE PARISH COUNCIL

You are hereby summoned to attend the Parish Council Meeting on Tuesday, 5th June 2018, 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

- 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 Annual Parish Council meeting held on 8th May 2018 (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 four 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/18/1786 (response by 01.06.18)	Land north of Lanehurst Cottage, Twineham Lane	Reposition steel framed agricultural storage building. Revised application to

ext to 06.06.18)		previous approval DM/17/1968
AE/DM/18/1816 (response by 08.06.18)	Magnolia House, Henfield Road	Variation of Condition 1 of planning permission DM/16/4008, to omit drawings 06-816-07, 06-816-02, 06-816-03 and 06-816-01 (as permitted) and add drawings 17/163BP, 17/163/SK10 and 17/163/SK11 (as proposed).
AE/DM/18/1954 (response by 15.06.18)	Westwinds 1 Leyfield	Revised scheme to that previously approved (DM/17/2922 for a first floor rear extension two storey side extension and porch to front) to remove a stack, change existing rear ground floor door to become a window, create a feature open porch to front and instead of a two storey side extension it is now proposed to extend the existing single storey flat roof side extension and insert an additional window.
AE/DM/18/0025 (response by 22.06.18)	Kings Head Stud, London Road	Full planning application for the erection of four detached dwellings, each with garaging, along with associated hard and soft landscaping works. To include new highway access to London Road. This application follows the granting of outline planning approval under reference DM/16/4516. (Amended plans received 17th May 2018 showing revised access).

2. (i) To discuss and consider further (as necessary), the issue of the HGV movements, and planning matters at the Firmland Park Industrial Estate, and as appropriate, Winterpick Farm, and (ii) to review progress with regard to the road traffic survey, and to receive any further recommendations from the Working Group.
3. To receive a general report from Councillor Nikki Ernest and/or the Clerk on any other current planning outcomes, and/or enforcement matters, District Plan/Neighbourhood Plan issues, 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. Internal Audit. To receive, and note the result of the annual Internal Audit for 2017/18, carried out by Mulberry & Co on the 18th May 2018, and to agree any necessary actions. **[Attachment: Audit sheet circulated]**
4. External Audit. To authorise the Chairman and Clerk to sign the Certificate of Exemption with regard to the External Audit, on the basis that the gross income and gross expenditure for 2017/18 did not exceed £25,000. **[Attachment: Certificate circulated]**
5. External Audit. To receive, note and formally approve the Annual Governance Statement for 2017/18, and to authorise the Chairman and Clerk to sign the document accordingly. **[Attachment: Statement circulated]**
6. External Audit. To receive, note and formally approve the Accounting Statements for 2017/18, and to authorise the Chairman and Clerk to sign the document accordingly. **[Attachment: Statement circulated]**

8. Current issues. To include any update, and to take any appropriate decisions/actions regarding current issues (see minutes of last meeting).

9. Parish Council Governance documents. To review the current Risk Assessment document and to agree any necessary changes **[Attachment: Document circulated]**.

10. Operation Watershed.

To note and discuss any outstanding issues/other flooding problems, and to take any appropriate actions/decisions.

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

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