

ALBOURNE PARISH COUNCIL [2018]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 3rd April 2018, at 7.00 p.m.

Present: Cllr Graham Stafford (GS) – Chairman
Cllr Jerry Butler (JB) – Vice Chairman
Cllr Nikki Ernest (NE)
Cllr Heather Jordan (HJ)
Cllr Di Howard (DH)
Cllr Suzi Sawyer (SS)
Cllr John Drew (JD)

In attendance: Iain McLean (Parish Council Clerk), Councillor Joy Dennis (WSCC), Councillor Judy Llewellyn-Burke (MSDC), and 6 members of the public (for parts or all of the meeting).

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- 1. (2018/031) – Councillor Stafford formally opened the meeting, welcomed those present, and received apologies for absence.** There were no apologies for absence on this occasion.
 - 2. (2018/032) – Declarations of interest.** Cllr HJ declared a personal and pecuniary interest in the planning application below for Hunters Cottage, as she is an owner, and applicant for the property.
 - 3. (2018/033) – Adjournment for any questions or issues raised by members of the public.** The issue of the Common Copse land was raised, but it was noted that a date for the intended on-site meeting still needs to be finalised. The issue of the state of the keep left signs on the B2118 (opposite Doe's) was raised, but it was noted that this is already in hand with WSCC Highways. However, Cllr JD (WSCC) will check progress. (Under this item Cllr DH mentioned an overhanging tree issue she is dealing with, and has spoken to the resident concerned. The owner will be looking into the matter in due course).
 - 4. (2018/034) – Approval of Minutes.** The minutes of the Parish Council meeting held on 6th March 2018 were duly approved and signed, as a true record, by the Chairman.
 - 5. (2018/035) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** Cllr JD mentioned that

the new Speed Indication Device for use by Parishes is still awaited. The B2116 Henfield Road is due for some resurfacing. Cllr GS asked whether this could encompass the red hatch marking referred to in the minutes of the last meeting. JD said that she would pursue this with Richard Speller (Highways), but might be regarded as a separate issue. Parts of the B2116 (the road to Hurstpierpoint) is also due for carriageway resurfacing. The s.106 monies, for use to help with the costs of the traffic issues/survey, have been approved in principle, subject to an official two week process, but it should go ahead. This could be for an amount up to £10,000. There will be some works in Reeds Lane being carried out by Highways. JD confirmed that she has signed off the Operation Watershed application form for Reeds Lane. There is more OW money available for this coming financial year (2018/19). Progress is being made on the broadband issue, and local residents are involved. On the Firmland planning issues, it was noted that weekend working had been refused. The application for the removal of the condition requiring the setting up of a Liaison Group is likely to go to Committee in May. The WSCC enforcement notice regarding the stockpiles has been issued, but it was noted with some concern that the Environment Agency was not aware of it. Cllr JLB confirmed that the District Plan has now been approved and adopted by MSDC. Other business had been deferred because of this priority, although it was noted that there is to be a new treasury management policy. Under this item, it was also noted that the planning application (DM/17/3784) for the retirement village on the former Hazelden's site had been refused by MSDC, and that the new District Plan had played a part in the decision. It was possible that the applicant could appeal, but very cogent planning reasons (not least the lack of any infrastructure) had been given for the refusal.

6. (2018/036) – Planning matters.

6.1 Two planning applications were considered, and the plans and relevant policies presented, and discussed. It was therefore **RESOLVED to comment to MSDC and to WSCC respectively, as follows:-**

PROPERTY	PROPOSAL	AGREED RESPONSE
AE/DM/18/1031 Hunters Cottage, the Street	T1 Field Maple - Thin by up to 15%. T2 Hawthorn - Reduce crown by up to 2m. T3 Small Holly - Fell.	Albourne Parish Council has no objections to this application.
WSCC/016/18/WK Unit 29, Firmland Park Industrial Estate, Henfield Road	Removal of condition 10 of planning permission WSCC/33/17 WK requiring establishment of local liaison group.	Albourne Parish Council objects to this application. In the supporting statement the applicant claims that the condition does not meet the six tests quoted from paragraph 206 of the National Planning Policy Framework. The Parish Council believes strongly that it does. It is clear that the condition imposed by the Planning Authority for very good reasons, is both necessary and highly relevant to the permission granted. As West Sussex County Council

WSSC) is well aware, there has been a long history of this site breaching planning conditions, including the height of the stockpile. In fact, the conditions have been breached to such an extent that WSSC has now issued an enforcement notice on the site. The condition relevant here, is both precise and enforceable. The terms of reference for the Liaison Group can be easily documented and agreed, and will be eminently enforceable, in that the meetings would have to take place as agreed, and if they do not, then that will be a clear breach of the condition. The condition is absolutely reasonable. Indeed, given the past history of this site, and the strong feelings of local residents, and neighbouring Parish Councils, towards the applicant's operations, it is obviously sensible that the setting up of this Group should take place. Surely it is in the applicant's interests to improve relationships with the local community. There are other businesses in the area, whose operations have caused environmental issues for local residents, but they have been more than happy to meet and discuss the issues, in order to try and minimise impacts wherever possible. For the applicant to say the meeting should not happen because 'there is nowhere safe to hold them' is quite ridiculous. There are many possible meeting places available locally, and the venue could easily be agreed as part of the terms of reference. It is noted that the applicant states that they are more than happy to hold an informal liaison group. However, given consultation responses to their many previous applications, they must be very aware of local views, but despite this, have made no efforts to meet or consult with local groups, individuals, or Parish Councils. If this condition is removed, we do not believe that any such informal meetings will ever happen, or be attended by this company. In conclusion, the Parish Council urges that this condition, which was imposed for very sound planning reasons, is both confirmed, and fully implemented.

Note: In accordance with her declaration of interest above, Cllr HJ took no part in the decision making process for the first application, and left the room for the duration of the Council's discussion.

6.2 (i) On the Firsland Park Industrial Estate planning and HGV issues, (i) see above, and for (ii) a meeting of the Working Group had been held last Wednesday, in order to review the GTA draft report (see previous minutes). Unfortunately, it was not as supportive of the Parish Council's position as had been hoped, and didn't cover some of the ground in the brief, as comprehensively as had been expected. The Group is therefore going back to GTA with its concerns and queries, with a view to receiving a final report for consideration as soon as possible.

6.3 On current planning outcomes, and planning enforcement matters, it was noted that there is a lot of digging out work going on at Old School House, Church Lane. Planning enforcement has looked into this, and it seems to be related to drainage work being carried out at the property. However, the land will be reinstated. It was also noted that there is a lot of mud on the road. Residents have expressed concern, and Cllr JD (WSSC) said that this was a highways issue, and so should be reported to WSSC. On the Albourne Equestrian Academy, it was noted that the structures (see last minutes) have still not been dismantled, even though the one month given by the Enforcement officer has expired. On the 4 Oakvale Cottages planning situation (DM/17/1500), MSDC is still considering the appropriate enforcement action following refusal of the planning application (and on appeal), and the Clerk will obtain an update for the next meeting.

6.4 On the progress of the District Plan, it was noted (as mentioned in Cllr JLB's report above) that the District Plan had now finally been adopted by MSDC. However, there is still the overall housing shortfall (at least 2,500 homes) over the Plan period, which MSDC needs

to get to grips with.

7. (2018/037) – Finance report and matters.

7.1 The financial summary and the Bank reconciliation for the month, were received, noted, and approved.

7.2 Invoices were presented for payment, and it **was RESOLVED to agree and to make the following payments:-**

AMOUNT	PROCUREMENT	PAYEE
£427-83	Clerk's salary + on costs (March 2018)	West Sussex County Council
£211-21	Annual grounds maintenance for High Cross, Albourne (2018/19)	Mid Sussex District Council
£165-42	Dog bin management service re-charge for the period 26/03/17 to 25/03/18 (dog bin number 381 in London Road)	Mid Sussex District Council
£984-00*	Balance of invoice for GHV road traffic survey on B2116*	GTA Civils Limited*

* (Whilst approved in principle, it was agreed (as discussed above) that this invoice would not be settled until a number of issues arising from the draft report had been received, and the final report had been submitted to the Working Group.)

7.3 The year-end budget monitoring report (for the financial year 2017/18) was received, noted, and approved. The Parish Council had spent almost exactly two thirds of the planned budget, and only three budget heads were overspent.

7.4 It was noted that the internal audit report for 2017/18 will be carried out by Mulberry & Co on the 18th May 2018. The Clerk mentioned that he had circulated information from the new external auditors, Stephens Moore, which indicated that as both expenditure and income had not exceeded 25K respectively, for that year, the Parish Council could exempt itself from having to have a limited assurance review carried out by the external auditor, subject to the other requirements of the law being met. This would come back to a future meeting, but on a query from Cllr GS, it was noted that Operation Watershed expenditure (which the Clerk confirmed counts towards the figures) may well take the Parish Council over the threshold for this current financial year (2018/19).

8. (2018/038) – Current issues. On the long outstanding issue of the new playground equipment in the Recreation Ground, it was noted that the Clerk and Cllr DH are attending a meeting at MSDC on 6th April 2018 in order to try and take this project forward. The delay has been mainly due to staffing changes at MSDC. The Clerk will advise of the outcome.

9. (2018/039 – Defibrillator Training. It was noted that the Councillors' session had taken place, but there had been a low response from residents. It was thought that this may be because of lack of awareness. It was therefore **AGREED** to send out a leaflet to all households advertising the training, and the printing cost of this, estimated at £68 with Action Press, was also **AGREED**. The Clerk will take this forward.

10. (2018/040) – Operation Watershed (OW). Cllr GS reported that the Reeds Lane application form had been completed and signed off by Cllr JD (WSCC), and is in the course of being processed. The funds for the scheme should therefore be arriving shortly. On the other project, there is to be a meeting with WSCC and the Equestrian Academy (EA) soon, in order to decide exactly where the new pipe work should be situated, but in principle it looks as though the EA is on board.

11. (2018/041) – Village Hall Management Committee. The draft minutes of the meeting held on 13th March 2018 have been circulated. However, Cllr JB mentioned that the new Premises License (confirming the new arrangements) from MSDC, is expected later this week. Further announcements on the re-opening of the Pop up Pub will be made in due course. The issue of the broken fence at the front of the Hall had also come up at the meeting, and the issue of ownership and responsibility for the fence is currently being investigated, with a view to having it repaired.

12. (2018/42) – Format for the annual Parish meeting of electors on 1st May 2018. It was noted that Cllr JD will be updating the Parish on the HGV traffic issues. It was agreed that it would be a good opportunity to mention the defibrillator training. It was also agreed that Cllr SS (as the Tree Warden) would cover any tree issues. It was therefore **AGREED** to authorise the Clerk to proceed with the printing of the usual flyer for despatch to all households, with Action Press, at an estimated cost of £96. However, it was felt that the print run needed to be increased from 250 to 300 copies. The Agenda for the meeting will be published in the next few weeks. The Clerk will therefore send round amended copies of both the flyer and the Agenda for final approval.

13. (2018/043) - Councillors exchange of information/new matters. Cllr HJ is reporting an overgrown hedge issue to the Public Rights of Way (PROW) Department at WSCC. She has also responded to the recent PROW letter asking for further information on Parish footpaths, and has added an extra path to the list for summer clearance. The overhanging vegetation over the footway between Butts Cottages and Softech Global looks as though it has been trimmed back, following the report to WSCC. The ownership of the land is still uncertain, but it is not owned by either WSCC or MSDC. However, in the future, this could be one for Geoff Zeidler's volunteer group (if established) to look into. Cllr DH asked whether it might be possible to put a dog waste collection bin at the end of Church Lane, because there is a lot of dog mess being left on the footpath. It is likely that the Parish Council would have to pay all the costs of this. However, it was agreed that the Clerk would look into the matter, and particularly contact the owners of Yew Tree Cottage as to the best location for the bin, if one was to be installed. Cllr SS said that some work has been done by WSCC to the damaged Oak tree in the Street (opposite the entrance to Barn Close), but it is still not clear if it can be saved. It was possible that if it does have to be completely felled, a replacement tree could be replanted, and Cllr DH said that this was a project that the local WI branch could possibly take on. It was noted that the hedge work carried out by MSDC to the hedge at the front of Hunters Mead, still needs completing (see previous correspondence), and Cllr HJ said that she would write again to the relevant officer. Cllr JB reported works going on at Rainbow Cottage, and whilst these appear to be in accordance with planning, one heavy commercial vehicle is being kept parked on site, which may not be permitted. It was agreed to keep the

matter under review, and for the Clerk to check the Operator's License situation, in case the position is covered by a business use.

The meeting closed at 8.20 p.m.

SIGNED.....Graham Stafford/Jerry Butler
Chairman/Vice Chairman

***NEXT MEETING (BEING THE ANNUAL GENERAL MEETING OF COUNCIL):
TUESDAY, 8th MAY 2018 @ 7.00 p.m.***