

# ALBOURNE PARISH COUNCIL [2017]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 4<sup>th</sup> April 2017, at 7.00 p.m.

*Present:* Cllr Meg Price (MP) - Chairman  
Cllr Graham Stafford (GS) – Vice Chairman  
Cllr Nikki Ernest (NE)  
Cllr Jerry Butler (JB)  
Cllr Di Howard (DH)

*In attendance:* Iain McLean (Parish Council Clerk), Councillor Peter Griffiths (West Sussex County Council), and 5 members of the public (for parts or all of the meeting), including Judy Llewelyn-Burke, who is the conservative party candidate for the election of a new Bolney Ward Councillor on Mid Sussex District Council.

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- 1. (2017/038) – Councillor MP formally opened the meeting, welcomed those present, and received apologies for absence.** Apologies for absence were received from Parish Councillors Heather Jordan and Nick Wergan, and Mid Sussex District Councillor Anthony Watts-Williams (AWW) (who is standing in for Albourne pending the election for a new District Councillor for the Bolney Ward on 4<sup>th</sup> May 2017).
- 2. (2017/039) – Declarations of interest.** NE declared a personal interest of a minor nature, in item 6.1 on the Agenda (Priestfield Barn) as she lives close by to the land and property, which is the subject of this application. GS declared a personal interest of a minor nature in the same item on the Agenda, as he also lives close by to the land, which is the subject of this application. DH declared a personal interest of a significant nature in item 6.1 on the Agenda (21 Barn Close) as the applicant is a relative.
- 3. (2017/040) – Adjournment for any questions or issues raised by members of the public.** There were none raised on this occasion.
- 4. (2017/041) – Approval of Minutes.** The minutes of the Parish Council meeting held on 7<sup>th</sup> March 2017 were duly approved and signed, as a true record, by the Chairman, subject to one amendment at minute 2017/032 (delete “9th” and insert “2nd”).
- 5. (2017/042) – To receive reports (if any) from WSCC Councillor Peter Griffiths (PG), and MSDC Councillor Anthony Watts-Williams (AWW).** PG mentioned that it would be worth contacting Warminglid Parish Council to help with the possibility of monitoring the speed of traffic along the B2116. It may be that some speed

cameras could be borrowed to help with the intended survey. It was noted that John Drew and Councillor MP will be taking forward a further HGV survey in terms of breaches of operating hours and frequency in due course, but some results were already available, which showed that the majority of lorries were going to the Firsland Industrial Estate. It will be necessary to arrange a meeting with Richard Speller at WSCC. It was further noted that Winterpick are in any event, exceeding their permitted volumes, and the Environment Agency need to be taking the appropriate enforcement action. PG said that all his electronic case files will be handed on to his successor after the elections on 4<sup>th</sup> May 2017. He will chase up Richard Speller regarding the ditches issue in Reeds Lane, in terms of the parties meeting on site to review what needs to be done, and to establish ownership. It is difficult for Operation Watershed to move forward without this. As this was PG's last Parish Council meeting, the Council expressed their sincere thanks to PG for all his work and assistance on a whole range of Albourne issues over the years.

## 6. (2017/043) – Planning matters.

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

PROPERTY	PROPOSAL	AGREED RESPONSE
AE/DM/17/0996 Priestfield Barn, Henfield Road	Erection of 2 livestock units 31.86m by 5.7m on existing concrete base of former intensive pig farm.	Albourne Parish Council has several important environmental reservations concerning this application. The first concerns foul sewage. The process for dealing with this is stated in the application as unknown. The plans gave no indication regarding the distance from water courses including ditches, and concerns were raised that sewage could contaminate these. Under Local Plan policy, this is a matter that needs to be resolved, either before the application is determined, or by the attachment of an appropriate condition. The second is that there is no indication in the plans, how effluent, and dead birds would be disposed of. It is unclear from the application, if intensification of bird rearing is planned and what effect this would have on traffic over a very narrow access road. The Parish Council queries whether the process of rearing birds in these buildings would truly count as an agricultural rather than an industrial process. Given this position the Parish Council believes that the site

		should have an agricultural restriction in place. In conclusion it is difficult to support the application, whilst these various matters remain uncertain, and unresolved.
AE/DM/17/1258 Truleigh Cottage, Church Lane	Proposed rear extension, garage conversion and detached garage/carport (revision to previous application 14/01329/FUL.)	Albourne Parish Council has no objections to this application.
AE/14/02702/LDE Breechlands Cottage, London Road	Use of hard-standing and concrete garage for storage. Additional information received 23/3/2017 This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the existing use cannot be taken into account.	Albourne Parish Council is somewhat confused by the latest documents received for an application dating back to 2014. The evidence recently received, appears to cover the green hatched area of the plan used by SMD Formwork. However, there does not seem to be any evidence covering the other areas on the plan marked as non agricultural or mixed use.
AE/DM/17/1273 21 Barn Close	Retrospective application for the erection of a single garage.	Albourne Parish Council understands from the applicant, that the roof design for this proposal will be altered, and therefore we do not feel able to comment on this plan, which may not accurately reflect the proposed development. Presumably, the application will be readvertised in due course.

Note: In accordance with their declarations of interest above, NE and GS took no part in the discussion or decision relating to DM/16/0996, and DH took no part in the discussion or decision relating to DM/17/1273.

6.2 On current planning and planning enforcement matters, it was reported that temporary planning permission for the poly-tunnel at the rear of Grange View House (DM/17/0471) had been granted, and the Parish Council needs to review this in 3 years time. The building at High Cross Farm (DM/17/0007) had been refused. The barn at the land east of Truslers Hill Lane (DM/16/4169) had been approved. The proposals for the Squirrels (DM/16/3927) are still yet to be determined, as the planning officer at MSDC has some concerns. There is a new matter to add to the list. This is Albourne Court, where the occupation of unit 5 by a new tenant appears to be in breach of the planning conditions. The hours of use need to be checked as there is an issue with night occupation – the concern is over undue lighting from the premises. The premises were formerly known as Inholmes Farm. The Clerk was asked to investigate this further with MSDC. Other enforcement matters had been updated by the Clerk on the activities list, and were on the record, should any further information be required.

6.3 On the progress of the District Plan, it was noted that MSDC should be able to show a 5 year land supply, if it meets the housing target on a stepped basis after the first 5 years. The annual figure on this basis would be raised from 800 dwellings per annum to 875. This would reduce the total target over the full plan period from 17,442 to 15,792 dwellings. It was further noted that this methodology would enable some of the unmet need of Crawley to be provided, but that in respect of Brighton and Hove, and the coastal Authorities (e.g. Adur and Worthing) the Inspector had acknowledged that this would have to be met on a sub-regional basis involving other Housing Authorities. MP raised the issue of more housing being provided around East Grinstead, but it was noted that that this had always been subject to the provision of a by-pass in the area, which was not going ahead. NE said that there was some land being looked at around Crabbet Park, which might present an opportunity for some further large scale housing.

**7. (2017/044) – 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
£96-00	Flyers for Annual Meeting of Electors of Albourne Parish (02/05/17)	Action Press
£203-28	Subscriptions for 2017/18	West Sussex ALC Limited
£362-50	Contribution towards replacement memorial bench in the Millennium Garden	Michael Gratton
£427-83	Clerk's salary + on costs (February 2017)	West Sussex County Council
£211-21	Annual grounds maintenance, High Cross 2017/18	Mid Sussex District Council

7.3 It was noted that the internal audit for the financial year 2016/17 will be carried out by Mark Mulberry on Monday, 5<sup>th</sup> June 2017. The Annual Return would then have to be formally approved and signed at the APC meeting the next day, on 6<sup>th</sup> June 2017.

**8. (2017/045) – Carbon Smart.** It was considered that this could have some application to the Village Hall, and so would need to be considered by the Village Hall Management Committee. The Clerk will forward a copy of the correspondence to JB.

**9. (2017/046) – Operation Watershed.** Councillor GS said that there were still difficulties in receiving responses from WSCC to the questions he had raised. However, it was noted that because of the WSCC election “purdah” period, applications could not move forward, and County Councillors were not permitted to sign anything off. The Reeds Lane ditches ownership issue remained a major issue, and WSCC needed to be involved in resolving. The owner of The Oaks is not happy to sign the consent forms until a number of issues have been dealt with. GS (and the Clerk) will continue to try and make progress (particularly in terms of arranging an on-site meeting/inspection).

**10. (2017/047) – Garage site (owned by Affinity Sutton) next to the Allotments.** It was noted that a provisional date in mid-April had been arranged with David Shepherd (Head of new Business at Affinity Sutton/Clarion), for a meeting to discuss the possible future development of this site in order to provide some affordable housing. APC representatives will be NE, GS and the Clerk. The Clerk will confirm the date and time as soon as possible.

**11. (2017/048) – Village Hall Management Committee.** JB said that the recent Ceilidh at the Village Hall had been a great success, both from a social and financial perspective. The next meeting of the VHMC is on 25<sup>th</sup> April 2017. He reported that the VHMC was in the process of reviewing the Hall hire Agreement, and it was likely that a 2% rise in charges to the nearest pound, would be recommended in due course.

**12. (2017/049) - Standing Orders and Financial Regulations.** These documents were reviewed, and it being considered that there being no appropriate changes or revisions to make, it was AGREED to confirm approval for another year in the same form.

**13. (2017/050) – Current issues.** (i) On traffic issues, this is largely reported as above, but it was noted that any survey needs to be conducted outside the entrances to the facilities. It was noted that Olus intend to apply to have the volume limits raised, and it would be important that the Parish Council had an opportunity of commenting, (ii) the inappropriate road side signage issue is still ongoing, (iii) the new waste bin is still with GS, but it is hoped that once the contractor is available, this can be installed soon, (iv) an additional issue of the parking at Barleycroft was raised, in terms of an email from one of the residents to the Clerk, which had just been circulated to Councillors. It was agreed that the Clerk should respond suggesting that the correspondent needs to progress the matter with the resident in the road who had, the Parish Council understood, tried to form a “Residents Association”.

**14. (2017/051) - Councillors exchange of information/new matters.** GS reported that a vehicle had broken off the plastic posts in Church Lane marking off the ditch. This will be reported to WSCC, and the opportunity taken to see if something more aesthetically pleasing could be used on the replacements. MP said that she had been in touch with Michael Hunt at Singing Hills Golf Club regarding the light pollution issue, and the Club will be building a bund, and putting in some screening to try and mitigate the problem. The Parish Council needs to check progress on this in the summer. The refreshments for the Annual Parish Meeting of electors on 2<sup>nd</sup> May 2017, was discussed, and it was agreed that DH will provide the wine and soft drinks from within the Pop-up-Pub resources. She will then calculate what has been used, and invoice the Parish Council accordingly. DH and GS will pursue the issue of the training in the use of the defibrillator now installed outside the Village Hall. Finally, it was noted that MMT had acquired the Albourne Equestrian Centre, and some surrounding land and property. A manager would be going into the centre for the time being, but it was understood that it was ultimately going to relocate to Shermanbury.

The meeting closed at 8.25 p.m.

SIGNED.....Meg Price/Graham Stafford  
Chairman/Vice Chairman

***NEXT ORDINARY MEETING BEING THE ANNUAL PARISH COUNCIL  
MEETING: TUESDAY, 9<sup>th</sup> MAY 2017 @ 7.00 p.m.***