

# ALBOURNE PARISH COUNCIL [2017]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 5<sup>th</sup> December 2017, 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 Judy Llewellyn-Burke (MSDC), Councillor Joy Dennis (WSCC), and 21 members of the public (for parts or all of the meeting).

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- 1. (2017/134) – Councillor Stafford formally opened the meeting, welcomed those present, and received apologies for absence.** There were no apologies for absence on this occasion.
- 2. (2017/135) – Declarations of interest.** There were none declared on this occasion.
- 3. (2017/136) – Adjournment for any questions or issues raised by members of the public.** Ann Higginson gave an update on broadband issues in the Village, and the action that a number of residents affected by a poor service, are taking to try and address the problem. There are about 27 households involved. After taking into account resident contributions, and possible grants, there will be about a £35K shortfall in the estimated cost. Can the Parish Council contribute? This would need to be considered at a later date, when the situation is more certain. Cllr JD (WSCC) may be able to input the issue in terms of what WSCC is doing to improve broadband, and so the parties will liaise afterwards. On speeding, one resident asked if having 30 mph warnings painted on the roads (as for other areas) could be looked into. Another resident raised the issue of dog fouling, and a particularly unpleasant incident, where bags of waste were being thrown over into a private garden. It may be that appropriate notices need to be erected. It was also considered that a new waste bin near Church Lane might help, but the Parish Council noted that this was likely to be expensive, as MSDC no longer cover the cost for additional bins, or collection. Another resident raised the issue of the Pop-up-Pub (PuP), and the reasons for the “closure”. At this point, the Chairman of the VHMC, JB, read out a statement, which clarified the situation. It was noted that this is in fact a temporary

suspension, because of issues with the License. However, he made very clear that there was nothing wrong with the preparation of the accounts, but he felt that some of the systems needed to be improved, given that the Licence is to transfer to the VHMC. He is meeting with the Licensing Officer at MSDC shortly to go through everything. He also anticipates having a meeting of all the PuP volunteers in early January 2018, and hopes to have the PuP reopened early next year. Finally, Geoff Zeidler gave an update on the recent volunteers meeting, seeking to bring together the Church, the Village Show, and other social groups. It needs to be considered how best to coordinate and make volunteering more effective in the Village. Bolney is a good example of how this could work. He will be holding some further events in the New Year.

4. **(2017/137) – Approval of Minutes.** The minutes of the Parish Council meeting held on 7<sup>th</sup> November 2017 were duly approved and signed, as a true record, by the Chairman.
5. **(2017/138) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** Cllr JLB said that there was no update on the District Plan since the last meeting, but hopefully everything is still on track for adoption of the Plan at the end of January 2018. She re-iterated the new provisions regarding MSDC's dog control measures, e.g. the limit on the number that can be walked at any one time, but it was noted that these can only apply to MSDC land. There are no powers to extend to private land. Cllr JD mentioned that she had a meeting next week with WSCC Highways Manager, Richard Speller to discuss a number of Albourne issues. There is still the issue of possible section 106 monies to be tapped into by Parish Councils. Operation Watershed funding has been extended into next financial year. She mentioned the Rampion grants availability issue (the Clerk has circulated the details). WSCC is looking at broadband issues generally cross West Sussex villages. WSCC is looking at the adequacy of bus services across West Sussex. If anyone has any comments please contact JD directly. The Northern Arc development is underway, and this will hopefully lead to some highway infrastructure improvements. There are road works coming up on the A23, and Twineham Lane, but NE raised the issue of the resurfacing near Albourne hopefully to help make the road quieter. This is supposed to be in the schedule for this financial year, but the Parish Council cannot get an update. Both the Clerk and NE have taken the matter up with the Highways Agency, and it was noted that the matter will need to be escalated, if there is no reply.

**6. (2017/139) – Planning matters.**

6.1 One planning application was 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/17/3002 Q Leisure, the Old Sand Pit, London Road	Proposed Change of Use of land from existing paintball and general use to indoor shooting range. Amended plans received on 29 August showing	Albourne Parish Council repeats and reiterates its previous response. Accordingly, Albourne Parish Council continues to object to

	<p>shooting range revised to be in an enclosed building.</p>	<p>this application on the same grounds as relate to the original application. The venue will in effect, now become a large enclosed building, visible from within the South Downs National Park. The views of the SDNP Authority will therefore be particularly important and relevant, but there is no evidence to date, that the SDNPA has been consulted. The application still does not deal with the environmental noise issue, and although the range may now be enclosed, there is no evidence to suggest that the shooting activity will be any quieter, as compared with the paint balling activity. There is also now a serious security concern, in that it is presumably the case that the building will store rifles and guns, leading to an increased risk of burglary or intrusion. These issues are not adequately addressed in the application. It is repeated that the application is clearly not in accordance with relevant policies set out in the Albourne Neighbourhood Plan, particularly policy ALC1, which are not housing policies, and so should carry full weight in the decision making process. The Parish Council further comments that if the proposal was to be approved, conditions should be attached, which ensure that there are no windows in the structure, nor any other external lighting sources. Finally, any approval should be made personal to the applicant, and restricted to the proposed use of the site under this planning application only.</p>
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6.2 On the Firmland Industrial Estate HGV issue, JD reiterated the possible need to seek legal advice. However, it is likely to be very expensive to launch a legal challenge against

WSCC in terms of how they have gone about the planning, and the perceived conflict of interest. The PC would need to be sure of its ground first. To that end, it would be appropriate to have an expert, independent consultant carry out a road survey in order to gather information and evidence on an official basis. NE said that it is the suitability of the road to take the HGVs, in terms of their size and volume, which is the issue, rather than trying to put in any sort of mitigation measures. NE also felt that the Parish Council should ring fence some funding in order to pay for such a survey. Geoff Zeidler said that he would ask around from amongst his contacts to try and find someone suitable. JD is also meeting with the Olus Manager about setting up the liaison group, even though they are appealing against the planning condition requiring this. There is also a meeting of residents on 7<sup>th</sup> December 2017 to discuss all these issues, and come up with some recommendations. On the funding, JD (WSCC) said that this may be an area where any s.106 monies could help. The need also to involve Woodmancote Parish Council was noted. In the meantime, the Parish Council **AGREED** to make up to £3,000 available to fund the costs of such a survey on a provisional basis, depending on what the eventual brief is, and what the actual estimated cost turns out to be. The Clerk and RFO said that with under-spent budgets, and other expected monies to come in (VAT refund), this should be affordable.

6.3 On current planning, and planning enforcement matters, it was reported that DM/17/3875 (Old School House) has been withdrawn. DM/17/4035 (the Nursery Church Lane) has been consented by MSDC. DM/17/4230 (1 Wellcroft Cottages) is still pending (see previous Agendas and minutes). The enforcement action at Pear Tree Farm appears to be delayed in MSDC's Legal Department, and as this has been outstanding for some time, the Clerk will ask Cllr JLB to take the matter up with officers. On the Olus application, NE also asked if the planning conditions attached to the recent consent regarding the requirement to separate out the stock pile, etc., have been complied with, and if not, what is the time-table for this? Cllr JD (WSCC) said that she would take the matter up with the relevant officers. Finally, there is an issue with regard to some work at Old School House regarding a hard standing area constructed on agricultural land for car parking. The Clerk/JLB will pursue this with the Enforcement Officer.

## 7. (2017/140) – 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 (November)	West Sussex County Council
£400-00	Annual donation to St Bartholomew's Church for the maintenance of the Churchyard (as budgeted for)	ASCAT PCC (Parochial Church Council of Albourne, Sayers Common, and Twineham)
£258-00 (inc. VAT)	Grass cutting at Albourne 7-12 cuts of 12 (at £30 per cut + £35 for hedge trimming.)	Barcombe Landscapes Limited

7.3. It was formally **RESOLVED** to approve the annual donation of £400 towards the maintenance of the Churchyard at St Bartholomew's Church, and the Clerk confirmed that the amount is in the yearly budget as normal (see above for details).

**8. (2017/141) – Operation Watershed (OW).** Councillor GS said that he has at last, now received the scoping document for the Reeds Lane “clearing ditches” work. This will now enable him to go out to contractors in order to have the work done. It was noted that the road will need to be closed, when the work is carried out. Cllr JD (WSCC) was thanked for her help in moving the matter along.

**9. (2017/142) – Village Hall Management Committee.** A VHMC meeting had taken place on 28<sup>th</sup> November 2017. As regards the PuP, the matter is covered in minute 2017/136 above. Other issues that came up at the meeting, are the quote for the conversion of the gent's toilet to a unisex one, and also the security of the VH, in terms of anti-social, and possibly illegal activity around the Hall. It may be that the lighting needs to stay on longer, and the possibility of acquiring improved CCTV was also looked at. One resident wondered if the gate to the car park couldn't be locked at night, but as there were sometimes late activities at the Hall, this might be difficult to achieve. HJ suggested that this could be considered further at the next meeting. It was also noted that residents need to log, and to report all incidents to the police, although GS on behalf of the Parish Council, has already taken the matter up with the police. Further details on all VHMC matters are available from the minutes of the meeting.

**10. (2017/143) – Calendar of Parish Council meetings for 2018.** It was **RESOLVED** to agree (and so to publish on the website) the proposed calendar of Parish Council meetings for 2018, maintaining the tradition of meeting on the first Tuesday in each month. It was decided that although the January meeting is the day after New Year's day, the meeting would remain as scheduled for 2<sup>nd</sup> January 2018.

**11. (2017/144) – Current issues.** (i) On the waste bin installation issue, GS has now received the quote from PHB Contractors in the sum of £200 plus VAT. It was considered that this was a reasonable sum, and so it was **RESOLVED** to accept the quote and to go ahead with the installation work. GS and/or the Clerk will now commission the work.

**12. (2017/145) - Councillors exchange of information/new matters.** HJ reported that the new fence at the Millennium Garden has now been erected, and seems to be working. The Clerk will now discuss with the owner of the adjoining land, the “no access” signs. NE reported that she had spoken to the Operations Director at Avtrade, following unanswered emails from the Clerk, about the alarm issue. The alarm should only be sounded when the gates are open, and they should automatically close. This matter, along with the volume of the alarm will be investigated, and hopefully resolved. GS reported on a phone call he had received from an applicant for planning, who does not live in the Parish, complaining about not being informed about when the Parish Council would look at the matter. GS pointed out that Agendas are posted both on the notice-board and the website. The application had been refused by MSDC, and the position now has to be for the applicant to go to appeal, if he wishes. DH mentioned that the defibrillator training still needs to be progressed (see the minutes of the last meeting. It was agreed that once purchased, the equipment could be stored in the Village Hall.

The meeting closed at 8.40 p.m. (As this was the last meeting of the year, the Chairman invited everyone to stay on and enjoy some festive drinks and nibbles.)

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

***NEXT ORDINARY MEETING: TUESDAY, 2<sup>nd</sup> JANUARY 2018 @ 7.00 p.m.***