

# ALBOURNE PARISH COUNCIL [2020]

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## Minutes (notes) of the “meeting” of Albourne Parish Council

held on: Tuesday, 1<sup>st</sup> December 2020, at 7.00 p.m.

Please note that due to the current lockdown situation, this meeting took place remotely. Therefore, in order for the Council’s business to continue as best it can, all decisions were taken in accordance with the rules on delegated authority within the Council’s standing orders, and/or by a unanimous or majority response in correspondence by Councillors. All correspondence is available from the Clerk on request. Thank you for your understanding.

*Present:* Cllr Graham Stafford (GS) – Chairman  
Cllr Nikki Ernest (NE)  
Cllr Jerry Butler (JB) – Vice Chairman  
Cllr Di Smith (DS)  
Cllr Suzi Sawyer (SS)  
Cllr Joy Parks (JP)  
Cllr John Drew (JD)

*In attendance:* Iain McLean (Parish Council Clerk).

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- 1. (2020/68) – Councillor GS formally opened the meeting, welcomed those present, and received apologies for absence.** All Councillors attended by email.
  - 2. (2020/69) – Declarations of interest.** DS declared a personal and financial interest in item 7.3., as Dan Smith is her husband. She therefore took no part in the decision making.
  - 3. (2020/70) – Adjournment for any questions or issues raised by members of the public.** In the circumstances, this item could not proceed, but the Agenda had invited any such questions or issues to be raised in correspondence with the Clerk. None had been received.
  - 4. (2020/71) – Approval of Minutes.** The minutes of the Parish Council meeting held on 3<sup>rd</sup> November 2020 were duly approved and will be signed, as a true record, by the Chairman, as soon as possible.
  - 5. (2020/72) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** JD has sent a comprehensive report, which has been circulated to all Councillors for sharing as appropriate.

## 6. (2020/73) – 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/20/3967 Kings Head Stud, Albourne Road	Erection of four detached dwellings, each with garaging, along with associated hard and soft landscaping works. This application seeks an amendment to approval under reference DM/19/4639.	Albourne Parish Council has no objections to this application.
AE/DM/20/3375 Webbers, Truslers Hill Lane	Single storey extension to western elevation. (Revised plans received 02.11.2020.)	Albourne Parish Council has no objections to this application.
AE/DM/20/4071 1 Gallop Mews, the Street	Row of Cupressus Leylandii (G1) - to be felled and roots removed by stump grinder. Leylandii to be replaced by Taxus Baccata (Yew). T1 - Prunus Laurocerasus to be felled to ground level.	Albourne Parish Council has no objections to this application.
AE/DM/20/4243 Q Leisure, the Old Sand Pit, London Road	Variation of condition 2 of planning permission DM/18/4461 to amend wording of condition.	Albourne Parish Council has no objections to this application.

6.2 On the Speed Indication Device (SID), B2116 traffic volume and speed data have been downloaded from the SID, which will be summarised and circulated shortly. A note detailing management arrangements is in preparation. On the Village Gateway signs, Beacon Fencing will be delivering these to the Parish Council very shortly, following which painting and installation arrangements will be made. The completed Traffic Regulation Order (TRO) application regarding speed limit changes is still with WSCC.

6.3 On current planning matters, it is noted that DM/20/3576, Elm Studio, London Road, (single storey rear extension, replace windows to existing rear elevation and new single window to side elevation) has been approved by MSDC. There is a new planning enforcement matter. The Albourne Equestrian Centre is being used for car storage, and the L Busters caravans have been moved onto land for which there is no planning permission for such use. An MSDC enforcement officer has visited the site and is following up.

## 7. (2020/74) – Finance report and matters.

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

7.2 The 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
£95-00	Pruning of Millennium Garden hedges	T S Landscapes (Tim Smith)
£540-00	Village Gateway kits	Beacon Fencing Limited
£113-50	One off, ex gratia payment towards a new toner for printing carried out for the Parish Council and the Village Hall.	Dan Smith

7.3 The Parish Council **RESOLVED** to approve the payment of a one off, ex gratia payment towards a new toner for printing carried out for the Parish Council and the Village Hall (as above).

**8. (2020/75) – Current issues.** (i) On the overgrown footpath at Cutlers Brook, action on this is still awaited by WSCC (ii) On the state of the fencing alongside the footpath adjoining the Village Hall, a response is still awaited from WSCC, (iii) On the issues concerning the concrete bridge south of Spurk Barn (footpath No 18AL-5), a response is still awaited from the new Access Ranger at WSCC, (iv) on the fly tipping and burning in Church Lane, consideration needs to be given to what further action can be taken in order to try and prevent this, (v) on the installation of the new dog waste bin in Church Lane, and the replacement refuse bin near the school, Councillors have **AGREED** in correspondence, to engage a contractor to fix these in at a cost of £80.

**9. (2020/76) - Calendar of Parish Council meetings for 2021.** The proposed calendar of meetings for 2021, maintaining the tradition of the first Tuesday in each month, was noted and approved. This will be published on the Parish Council's website in due course.

**10. (2020/77) - Councillors exchange of information/new matters.** No matters were raised.

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

***NEXT ORDINARY MEETING: TUESDAY, 5<sup>th</sup> JANUARY 2021 @ 7.00 p.m.***