

ALBOURNE PARISH COUNCIL [2020]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 7th January 2020, at 7.00 p.m.

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

In attendance: Iain McLean (Parish Council Clerk), Councillor Judy Llewellyn-Burke (MSDC), Councillor Joy Dennis (WSCC) and 5 members of the public (for all or parts of the meeting).

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- 1. (2020/001) – Councillor GS formally opened the meeting, welcomed those present, and received apologies for absence.** There were no apologies for absence.
 - 2. (2020/002) – Declarations of interest.** There were none declared on this occasion.
 - 3. (2020/003) – Adjournment for any questions or issues raised by members of the public.** A concern was raised about the operation of the waste tip at Burgess Hill, and the need to produce ID. This can lead to queuing, not for the tip itself, but for the ID processing. However, other experiences have not been too bad. Cllr JD (WSCC) said that it was likely that these new arrangements would be reviewed after 3 months. The vegetation overhanging the north side footpath towards Hurstpierpoint on the B2116, still needs cutting back, although there are mixed views about how bad this is. Cllr JD (WSCC) said that she would ask County to look into this. Cutlers Brook is flooding. Church services have had to be moved from St Bartholomew's. There is a need for High Tide information to help with future planning. This is not really a Parish Council matter, but it will be looked into. The crossing island on the safer routes to school (B2118) has been damaged, and Cllr JD (WSCC) will take this up with highway officers.
 - 4. (2020/004) – Approval of Minutes.** The minutes of the Parish Council meeting held on 3rd December 2019 were duly approved and signed, as a true record, by the Chairman.

5. (2020/005) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB). JD reported that there is still the possibility of some unused s.106 monies for the Highways/Traffic scheme, but it needs to be used soon (probably by the end of March). JD is trying to get it ring fenced to this project. It needs an urgent meeting with the Parish Council in order to take forward, and Cllr JD (Parish Council) and JD will arrange this after this meeting. The Speed Indication Device, which the Parish Council has had for some time, needs to be moved on to other Parishes. There is still Operation Watershed monies available, and this could be helpful for the ongoing issue of the Church Lane flooding. Micro-funds of up to £750 for local businesses are still available, and businesses should be encouraged to apply. **JLB** said that MSDC are now catching up with issues after the general election, which had absorbed a great deal of time. As confirmed below, the Parish Council should have received details of the tax base/precept for 2020/21.

6. (2020/006) – 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 WSCC as follows:-**

PROPERTY	PROPOSAL	AGREED RESPONSE
WSCC/076/19 Albourne Primary School, the Street **	Erection of a 1 story modular building for use as a classroom. Demolition of existing hutted single story classroom.	Albourne Parish Council has no objections to this application.

** This application was dealt with under delegated authority, prior to the meeting, on the grounds of urgency.

6.2 Cllr JD has had a detailed conversation with Richard Speller (WSCC) (RS) regarding funding for the Highways/traffic management Scheme. The necessary Traffic Regulation Order (TRO) for the reduced speed limit will be the bulk of the cost (about £7.5K), along with the proposed changes to the two junctions. Is there a possibility of cost sharing as WSCC resources are extremely limited? The Parish Council will need to consider this in due course. However, it was recognised that whilst the proposed measures have been agreed in principle, the details still need to be worked out and formally approved by the Parish Council prior to any commitments being made. Professional advice from RS will be essential going forward. On the Village Gateway signs, a proposal, along with mock- ups had been circulated to members prior to the meeting, showing the basic form of the gates at the agreed locations. The issue of putting additional information on the gates, e.g. the speed limit, was discussed, and in view of the fact that it may take some time to get the TRO for the speed reduction, it would be better to put the signage on the gates now, as these could always be changed at a later date. It was therefore **AGREED** to proceed on that basis. It was also noted that some signs could be taken off the road verges, and put on the gates so as to keep roadside clutter to the minimum. It was confirmed that whilst the gates had been approved by Council in principle, the issue of the detail would come back to the Council for final approval. Cllr JB said that on this basis, he would revise the mock- ups, and send them round to members as soon as possible. On the Ombudsman’s complaints, nothing has been heard since the telephone conversation with one of the complainants some weeks ago. Cllr

JD has himself received an apology for the delay, and is endeavouring to agree some dates for a discussion, so that the investigations can move forward. It was still hoped that the complaints could be rolled up and dealt with by one investigating officer.

6.3 On current planning, planning enforcement, and other strategic planning matters, Cllr NE reported that application DM/19/4639 (Kings Head Stud) had been approved. The decision on DM/19/4685 (Barn at Truslers Hill Lane) is still awaited. MSDC has said they are expediting the long awaited decision on the floodlighting issue at the Equestrian Centre. There is no appeal lodged so far, regarding the enforcement notices at the Barn in Twineham Lane. The Clerk is asked to take up two further possible enforcement issues. One is a garage conversion issue regarding a property in Barn Close, and the other is some floodlighting on an equestrian sand school. The appeal on the former Hazeldens garden nursery site is due to start on 17th March 2020 (estimated for a 5 day enquiry), and the Parish Council has put in its response. It has also sought rule 6 participation status, and the response is awaited. An inter Parishes Group meeting is being organised for 6th February 2020 to discuss feedback on the Horsham District Council consultation regarding their reviewed District Plan. Finally under this item, Cllr GS advised that there is a right of way issue, raised with him by a resident, where the landowner seems to be interfering with the right of way. However, it may be that following some work to the property, a permissive access has just been removed, but the definitive path access does not seem to have been changed, and so the situation may be misleading. GS will pursue this further with the resident concerned.

7. (2020/007) – 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 (December)	West Sussex County Council
£10-60	Refreshments for December (Christmas) meeting	Graham Stafford (reimbursement)
£10-00	Bulbs for the Millennium Garden	Joy Parks (reimbursement)

7.3 The proposed budget for the financial year 2020/10 was presented. This showed a slight increase in the total being recommended from the current year (i.e. up from £30,410 to £30,610) mainly due to increasing the street light electricity budget, and the hedging and trees budget. Cllr JD asked if it was normal for the budget to exceed the precept. The Clerk confirmed that the budget was set against the precept, reserves, and cash in hand, so the precept level was just one factor in setting the budget. On this basis it was RESOLVED to agree the budget as recommended.

7.4 In the light of the agreed budget, and after discussion about whether the precept for 2020/21 should be raised, it was RESOLVED to keep the precept at the same level as for this year, i.e. £15,022. The Clerk will make the request to MSDC accordingly.

7.5 The request from the Parochial Church Council for financial assistance towards their plans to improve the car parking in Church Lane was discussed again, in the light of recent correspondence between the Clerk and the PCC. After clarification from Geoff Zeidler, representing the PCC, about the various options (with their respective benefits and pitfalls) it was agreed that the Parish Council would support the PCC's preferred option, which is the creation of a new car parking area (to accommodate 9/10 cars) in front of the Church. On that basis, and the fact that parking pressures along Church Lane would then be generally improved, it was confirmed and **RESOLVED** that the Council would make a financial contribution of £500 towards the project (which as previously advised, would have to be s.137 "grant" expenditure).

8. (2020/008) – Current issues. (i) Cllr JP reported that the improvement work at the Millennium Garden had been delayed because of the adverse weather, but is now underway. (ii) The issues with Church Lane (being the dumping of the old reinforced concrete surround some metres down the footpath by the contractors, as well as the stopcock post not being replaced), are still outstanding, and need to be reported once again. The Clerk will take this up with SE Water yet again.

9. (2020/009) - Village Hall Management Committee. To note the meeting held on 17th December 2019 (see draft minutes circulated); main items are that the new chairs have arrived; the sound panels are a great improvement to the acoustics of the Hall; the possible renewal of the flooring is an issue; the quiz night being held jointly with the Church is in February; Cllr JB is progressing plans for the celebration (75th) of VE day in the summer, and is hoping to tap into a £250 grant available from MSDC; he reported that very regrettably John Parks had resigned from the Committee (as Chairman and member) for personal reasons. Formal thanks to John for all his hard work and achievements during his time on the Committee, was proposed and heartily endorsed by the Parish Council. The next VHMC meeting is set for 25th February 2020.

10. (2020/010) - Councillors exchange of information/new matters. Cllr DS circulated some options for formal name badges for Councillors, and it was agreed to progress 8 of these (7 Councillors plus the Clerk). Cllr JP noted that the "black locust" plant growing in the hedge by the footpath alongside the Village Hall, had been cut back, but it will just keep reappearing, and so needs complete removal. It seems to be coming from a private adjoining property. Cllr JLB said that she would re-take this up with MSDC officers. Cllr GS noted that the pile of builders' rubble (brick paving) is still on the Barleycroft green, and the Clerk will take this up as appropriate (with Cllr JLB's assistance) as necessary.

The meeting closed at 8.35 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 4th FEBRUARY 2020 @ 7.00 p.m.