

# ALBOURNE PARISH COUNCIL [2020]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 7<sup>th</sup> July 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. (2020/24) – Councillor GS formally opened the meeting, welcomed those present, and received apologies for absence.** All Councillors attended by email.
- 2. (2020/25) – Declarations of interest.** Councillors JD and SS had declared a minor interest in the Wickwoods planning application below, as both are members of the Club.
- 3. (2020/26) – 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. (2020/27) – Approval of Minutes.** The minutes of the Parish Council meeting held on 2<sup>nd</sup> June 2020 were duly approved and will be signed, as a true record, by the Chairman, as soon as possible.
- 5. (2020/28) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** JLB gave a written report as follows "Mid Sussex District Council Playgrounds. You will be aware that the Government announced that it would be possible for play areas and outdoor

gyms to reopen to the public from Saturday (4 July). This does not include outdoor water play such as splash pads or paddling pools. Guidance to support local authorities with the reopening was issued on Friday 26th June and made it clear that facilities should only reopen if and when operators are satisfied that it is safe to do so and they can adequately manage the risk of the transmission of COVID-19. This requires a full assessment of the risk associated with reopening, and the local authority has the discretion to decide if they should reopen at all. In line with the Government Guidance, and in order to properly fulfil its Duty of Care, the Council did not reopen its play areas or outdoor gyms on Saturday. The council recognise the importance of these facilities in supporting the physical, social and emotional well-being of our residents and therefore Council Officers will be undertaking a full risk assessment of each of our 123 play areas and 11 outdoor gyms over the coming days; with a view to safely reopening as many as possible, starting with our nine most popular play areas, by Monday 13 July. These are:

- Victoria Park, Haywards Heath
- Clair Park, Haywards Heath
- Beech Hurst Gardens, Haywards Heath
- St Johns Park, Burgess Hill
- Worlds End Recreation Ground, Burgess Hill
- Mount Noddy, East Grinstead
- Sunnyside Recreation Ground, East Grinstead
- Cuckfield Recreation Ground
- Lindfield Common

Other sites will be reopened on a phased basis as risk assessments are undertaken and the Council are satisfied that reopening can be undertaken safely. This will be undertaken as soon as practically possible and you will be kept informed on our progress. Information on which play areas and outdoor gyms are open, scheduled for reopening or closed will also be published online, and FAQs will be made available at <https://www.midsussex.gov.uk/coronavirus-community-support/>

Flytipping Charges. An enquiry has been made about the cost of individual fly-tipping charges. I understand that this is fixed part of the contract agreement with the contractor rather than charged on an item by item basis. Flytipping is not only a cost to the taxpayer but it is also a cost to the environment. Mid Sussex District Council has been successful in prosecuting fly tippers and will follow up evidence found within the rubbish or reports regarding vehicles seen dumping , as it has in the case which elicited this enquiry.

Invasive Black Locust Plant in the beech hedge along the footpath by the Village Hall. The residents whose tree is causing the problem need to be contacted by the Parish Council to request that they ensure growth is kept within their garden, as the invasive saplings are a cost to the taxpayer as well as being rather sharp for any passersby who may encounter them (as mentioned by Parish Councillors some months ago)".

## 6. (2020/29) – 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 the SDNPA as follows:-**

| PROPERTY                | PROPOSAL                     | AGREED RESPONSE                |
|-------------------------|------------------------------|--------------------------------|
| AE/DM/20/1659 The Mill, | Demolish and rebuild garage. | Albourne Parish Council has no |

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|--|--|---|
| Truslers Hill Lane **  | Change of use of garage to home yoga, home gym and home storage space (ancillary use to main dwelling).  | objections to this application.   |
| SDNP/20/01944/FUL<br>Wickwoods Country Club and Spa, Shaves Wood Lane ** | Provision of 8no. eco-friendly sustainable retreat lodges, associated with the existing Wickwoods Country Club, Hotel & Spa, at land at Wickwoods, Shaves Wood Lane, Albourne, West Sussex, BN6 9DY. | Albourne Parish Council has no objections to this application, subject to the Planning Authority being satisfied that the application complies with relevant policies in the South Downs Local Plan (adopted July 2019). If approved, Albourne Parish Council would request the following conditions are attached; (a) no/minimal external lighting; (b) if the proposed use no longer exists, the structures and supporting infrastructure are removed and the land returned to its current state. |

\*\* Note: In view of the fact that the deadline for these responses was prior to the date of the meeting, the applications were dealt with under the delegated authority provisions of Standing Orders, and the agreed response sent to the relevant Planning Authority (MSDC, and the SDNPA).

6.2 On the Village Gateway signs, a paper had been circulated (which is available from the Clerk) for consideration by Councillors. However, at its meeting on 2<sup>nd</sup> June 2020, and previously under delegated authority, the Parish Council had agreed to implement the two projects referred to, being the purchase of the Speed Indication Device, and the Gateways, subject to confirmation from WSCC that funding would be available from within a s.106 fund. This fund is dedicated to approved highway improvement and road traffic calming schemes. It has since been confirmed by WSCC that the money can be used for these projects, but as the fund is actually held by MSDC, the administrative arrangements are dealt with by them. Accordingly, it was **RESOLVED to agree the recommendation, which is that the Parish Council agrees to the financial arrangements set out in the paper, and to fund any excess costs over and above the estimates, from within its own resources.** This is because MSDC will only reimburse the Parish Council the relevant costs limited to those estimates. On the recently damaged road surface, this has been reported to Love West Sussex Roads. However, the response has been that WSCC will not be repairing the damage as *"the measurement falls outside of our intervention levels"* which they state as the depth of a golf ball. There is clearly an issue as to how WSCC have treated these road surfaces in terms of the dressings used, and the effectiveness of such treatments. On the redundant road signs, WSCC has asked for details of the Parish Council's quotations for the removals, which have been provided, along with a request for WSCC to advise as to what progress has been made on designing any necessary replacements.

6.3 On current planning matters, DM/20/0838 for the Oaks, Henfield Road (equestrian lighting), and DM/20/0588 for Daisy Fields, Truslers Hill Lane (equestrian lighting) have both been approved by MSDC, subject to conditions. On planning enforcement matters: (i) the shipping container issue at High Cross - a period of three months has been given for the

removal of the container. (ii) The floodlighting issue at the Equestrian Centre, Henfield Road - this remains under determination and will be dealt with when time allows. (iii) The flood-lighting issue at the Oaks, Henfield Road – see above. (iv) The flood-lighting issue at Daisy Fields, Truslers Hill Lane - see above. (v) The Barn, land north of Lanehurst Cottage, Twineham Lane, relating to the garage structure, and the possibility of commercial activities - this is subject to an ongoing appeal (AP/20/0012) against the issue of the Enforcement Notices in January 2020 and the requirements are held in abeyance until the appeal is determined. It is expected that the hearing into the appeal will be held in the autumn although confirmation from the Planning Inspectorate is awaited. (vi) The mobile home, which is situated at the Barn, Truslers Hill Lane - this remains under investigation and monitoring.

Finally, the appeal for the development of the Hazeldens former garden nursery site is due to start on the 20<sup>th</sup> July 2020. Further details are set out on the Parish Council's website, or on the Albourne Connected face-book page.

## 7. (2020/30) – 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 (June)              | West Sussex County Council                        |
| £500-00 | Grant towards Church Lane car parking project | ASCAT Parochial Church Council                    |
| £11-99  | Printing ink                                  | Reimbursement for Graham Stafford (receipt filed) |
| £20-00  | Grass cutting at the Millennium Garden        | Brian Truran                                      |
| £150-00 | Website hosting and support (to July 2021)    | Vision ICT Ltd                                    |

**8. (2020/31) – Current issues.** (i) It was **RESOLVED** to agree expenditure of up to £300 to provide a new bench in the Millennium Garden. (ii) The issue of the fly-tipping and burning of garden rubbish in Church Lane is ongoing, and will be the subject of further discussion/action.

**9. (2020/32) - Councillors exchange of information/new matters.** Cllr JP reported that the footpath along the South side of Cutlers Brook (known as The Leg) is almost completely overgrown by side vegetation in places, and there is no room for social distancing. She requested that the Parish Council write to the owner of the land to request that it is cleared. The Clerk will pursue this.

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

***NEXT ORDINARY MEETING: TUESDAY, 4<sup>th</sup> AUGUST 2020 @ 7.00 p.m.  
(Planning and any urgent matters only)***