

ALBOURNE PARISH COUNCIL [2017]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 6th June 2017, at 7.00 p.m.

Present: Cllr Graham Stafford (GS) – Chairman
Cllr Jerry Butler (JB) – Vice Chairman
Cllr Nikki Ernest (NE)
Cllr Di Howard (DH)
Cllr Heather Jordan (HJ)
Cllr Suzi Sawyer (Parish Councillor co-opted) (SS)

In attendance: Iain McLean (Parish Council Clerk), Councillor Joy Dennis (West Sussex County Council), Councillor Judy Llewellyn-Burke (Mid Sussex District Council), and 7 members of the public (for parts or all of the meeting).

- 1. (2017/069) – Councillor Stafford formally opened the meeting, welcomed those present, and received apologies for absence.** An apology for absence was received from Parish Councillor Nick Wergan, and this was accepted.
- 2. (2017/070) – Declarations of interest.** DH declared a personal interest of a minor nature in item 7.1 on the Agenda (7 Barn Close) as she lives in the same Close.
- 3. (2017/071) – Adjournment for any questions or issues raised by members of the public.** It was reported that a number of burglaries had taken place in Albourne. Any suspicious vehicles or behaviour should be reported to the Police. There is to be a further traffic survey relating to monitoring the number of HGVs accessing the Firland and Industrial Estate over a 12 hour period. The first study had though, picked up some speeding issues. The second proposed survey will be more focussed on the specific HGV issue. It was noted that this also needs to cover the road towards Twineham.
- 4. (2017/072) – Approval of Minutes.** The minutes of the annual Parish Council meeting held on 9th May 2017 were duly approved and signed, as a true record, by the Chairman.
- 5. (2017/073) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** Cllr JD said that the Barleycroft parking issue was ongoing, and this was being looked at in conjunction with MSDC. However, there was yet another “purdah” period in view of the forthcoming general election on Thursday this week. She mentioned the road markings issue outside

the School, and the proposed generic Traffic Regulation Order for a number of schools across West Sussex, details of which the Parish Council had received, in order to try and deal with the ongoing school parking problems. GS felt that the markings didn't go far enough, and needed to come further towards Barn Close. Also, the issue of enforcement was raised, as otherwise the markings would probably just be ignored. There was a traffic review coming up with Richard Speller later in June, where the specific Albourne problems would be discussed. Cllr JLB said that she would be particularly involved in planning issues, and had met with the leader of the Council at MSDC, Garry Wall. She said that he would be happy to attend Parish Council meetings. She mentioned the Community Awards scheme for 2017, and referred to the letter from the Chairman of MSDC inviting candidates. This has been received by the Clerk, and will be forwarded to Councillors for consideration.

6. (2017/074) – Vacancy on the Parish Council. The Clerk reported that in response to the Notice, there had been one applicant for the position of Parish Councillor, Suzi Sawyer, who was present at the meeting in the public gallery. Accordingly, Cllr JB proposed that Suzi Sawyer be co-opted onto the Parish Council, and this was seconded by Cllr NE. There being no other applicants, Suzi Sawyer was then unanimously elected to serve as a co-opted Parish Councillor for Albourne Parish Council, and so duly took her place at the Councillors' table. The Clerk will arrange for her to sign the Declaration of Acceptance of office.

7. (2017/075) – Planning matters.

7.1 Six 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/17/1500 4 Oak Vale Cottages, Henfield Road	Retrospective application for subdivision of existing end of terrace to form two no. independent dwellings.	The proposed subdivision into 2 dwellings is based on a permitted extension, which was then somewhat exploited to convert the property into 2 dwellings. If the original application had been for creation of a new property then this would have been opposed by Albourne Parish Council, as it is contrary to policy ALH1 of the Albourne Neighbourhood plan. It should also be noted that other applications for annexes in the same location have had to be amended to ensure they cannot be occupied as independent dwellings (The Oaks and Council Cottages). It seems, therefore, that for the same reasons this application

		should be refused.
AE/DM/17/1649 Kings Head Stud, London Road	Outline planning application for the erection of single detached dwelling with all matters reserved except for access.	<p>Albourne Parish Council strongly objects to this application. We would initially like to correct some assertions made in the planning statement. The location is not within walking distance from a local convenience store, with any objective to purchase more than minimal items, which could be carried. The location is approximately 1 mile from both the shops at Hurstpierpoint, and the community shop at Sayers Common. Most people would not walk, but use a car. Whilst the site has housing to the west, this is over 25 metres away, with a road and wide verge between the proposed site and the existing development. To the east and north is open countryside. This site is also in the well established local gap between Albourne and Hurstpierpoint. The site does not therefore, 'read' as part of the settlement of Albourne in any sense. We therefore object to this application for the same reasons as the Parish Council objected to DM/16/4516. It is contrary to policies ALC1, AC3 and ALH1 of the Albourne Neighbourhood plan. There are however differences with application DM/16/4516. The delegated and committee report for application DM/16/4516 made much of the draft policy DP6. Since that time this policy has been amended to 'the site is coterminous with an existing built up area of the settlement' (see document MSDC8c). The definition of coterminous being "having a meeting of or shared border". This site does not. It is situated approximately 25 metres from the built up area,</p>

		<p>with a significant ex trunk road and wide verging which is a clearly defined and logical boundary. The rewording of this policy is designed to stop ribbon development and urban sprawl, which is exactly what this application is. Another justification for approving DM/16/4516 was that it had existing development both to the north, south and west, so it was in effect infill. This is not the case with this application. It has no development to the north or east, and as already pointed out, is a significant distance from the built up area boundary to the west. The site is also in a higher more prominent position. Allowing this application would set a precedent for excessive ribbon development and urban sprawl – exactly the situation which is explicitly not wanted as highlighted in document MSDC8c. For all these reasons this application should be refused.</p>
SDNP/17/02263/PRE Land parcel 524988, 114109, Brighton Road, Woodmancote, Henfield	Proposed erection of 55 no. House with external works and landscaping.	Noted – to await full planning application.
AE/DM/17/1894 The Oaks, Henfield Road	Change of use from agricultural to equestrian use and to construct a horse exercise arena.	Albourne Parish Council has no objections to this application, provided a condition is attached, which ensures that no external lighting is permitted.
AE/DM/17/2012 7 Barn Close	First floor side extension.	Albourne Parish Council objects to this application for the following reasons. The block plan supplied is inaccurate, and does not show an existing extension to the neighbouring property, and we have concerns that a first floor extension would have an adverse impact on this neighbouring property, including issues with restricting light. It

		<p>therefore fails the test for residential amenity expressed in policies set out in the Local Plan 2004. We are also concerned with the impact to the mature copper beech tree situated on the boundary, which would need to be seriously cut back, possibly causing damage and compromising the integrity tree, which has great amenity value.</p>
<p>AE/DM/17/2168 Albourne Farm, Shaves Wood Lane</p>	<p>Proposed new mezzanine level within the existing winery with south facing balcony and a new car park with access paths.</p>	<p>Albourne Parish Council generally supports rural businesses. However, it has some concerns with regard to this particular application. The Council feels that the proposed location of the car park is unneighbourly, in that it will have an adverse impact on the neighbouring property. Albourne Farm already has a considerable amount of hard standing available, and the Parish Council thinks that this could be used with, if necessary, additional parking facilities adjoining the hard standing closer to the winery building further to the east. The Council notes that the planning statement refers to 'events', and having to turn down numerous requests for events. It should be pointed out that this is an agricultural holding, and any proposed events would require the necessary planning permissions and permits to control the number, timing and noise levels from such events. On highways issues, we have concerns over the access to the public highway, which has limited visibility. The farm access track is also a public footpath, and there could be safety issues with traffic to and from events on users of the footpath. The Parish Council is not therefore able to support</p>

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Note: In accordance with her declaration of interest above, Cllr DH took no part in the discussion or decision relating to DM/17/2012. At this point, Cllr SS also declared a personal interest in the same item, as she was acquainted with the applicant. She therefore also took no part in the discussion or decision of this item.

7.2 On current planning, and planning enforcement matters, the issue of out of hours use by business units at Albourne Court has been reported, and a response will be advised as soon as possible. The concern about the two openings (onto the road) made in the hedge at a property in Church Lane was noted, and it may be that this will become a planning enforcement issue in due course. This needs to be kept under review, but the position on whether consent was needed is unclear.

7.3 On the progress of the District Plan, it was noted that this is still moving forward slowly. The joint statement with Crawley DC has been agreed, and is on the MSDC planning website. There may be a shortfall in Crawley's housing requirements towards the end of the plan period. MSDC will need to address this issue at the appropriate review stage. There is also a view that the planning for housing for all areas, will be affected by the Government's housing white paper. There is also the Wealden District Council recent court judgement that could have an effect, in terms of assessing pollution levels and habitat effects on the Ashdown forest. The new "strategic framework" for neighbourhood planning has now been published by MSDC and is again available to view on the MSDC website. This indicates that for Albourne the number of houses to be provided over the plan period has gone up, but there are some differences that have been taken up. All Neighbourhood Plans will therefore need to be reviewed in due course in order to deliver these numbers. There is a further examination hearing set for 25th and 26th July 2017.

8. (2017/076) – Finance report and matters.

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

8.2 Invoices were presented for payment, and it **was RESOLVED to agree and to make the following payments:-**

AMOUNT	PROCUREMENT	PAYEE
£150-00	Website IT support and maintenance	Vision ICT Limited
£26-70	Refreshments for Annual Parish meeting on 02/05/17	South Downs Cellars
£427-83	Clerk's salary + on costs (April 2017)	West Sussex County Council
£481-92	Insurance cover 2017/18	Came & Company
£427-83	Clerk's salary + on costs (May 2017)	West Sussex County Council
£69-00	Hall hire charges x 3 @ £23	Albourne Village Hall
£4-80	Copier paper (Wilko)	Graham Stafford (reimbursement)

8.3 The internal audit report for the financial year 2016/17 was not yet available, having been carried out just yesterday, 5th June 2017, and so the Clerk would report this to the Council as soon as possible. However, a clean bill of health had been given by the internal auditor, who has signed off the relevant part of the Annual Return.

8.4 External Audit: The completed Annual Return for 2016/17 was received, noted, and formally approved. Accordingly, the Chairman and Clerk were authorised to sign the accounting statement at Section 2.

8.5 External audit: The Chairman and Clerk were also duly authorised to sign the Annual Governance statement at Section 1.

9. (2017/077) – Operation Watershed (OW). Councillor GS said that there is still no response from Richard Speller at WSCC. The scoping document is still awaited. The Reeds Lane flooding issue is ongoing. The work that has been recently funded and agreed, has now been commissioned with the approved contractor, and will be carried out during the school summer holidays.

10. (2017/078) – Current issues. (i) On traffic issues, this has been already been discussed (see above with regard to the forthcoming meeting with Richard Speller), (ii) on the outdated/inappropriate road sign issue, there remains the need to find the necessary funds to take this forward, given WSCC's position, (iii) on the waste bin issue, there is still no response from the WSCC approved contractor, and this needs to be chased up (c.c. also Cllr JD's kind offer of help via contact with Bolney PC), (iv) on the Tree Preservation Order issue, concerning the Oak tree in Church Lane, the MSDC Tree Officer's response was noted, in terms of her having put forward reasons for not putting a TPO on the tree. However, the officer has asked for evidence about the possibility of development of the land, with the possible adverse consequences that this could have for the tree, so that the situation can be kept under review. From the Parish Council's perspective, the policy seems to be rather odd, in that by the time any work occurred to a tree it would almost certainly be too late. Cllr JLB said that she would be happy to look into the matter further with the relevant officers.

11. (2017/079) - Councillors exchange of information/new matters. HJ said that a broken footpath stile off Church Lane had been reported to WSCC. The tree issues raised by a resident at Barleycroft had been reported to MSDC. DH raised the issue of the gate from the main road to the Recreation ground (near the basket ball court). This needed to be repaired and made closable. This should be reported again to MSDC. She also raised the issue of the car "business" being carried out in Barn Close, and the problems that this was causing residents, and to parking in the Close. This should be reported as a planning enforcement issue, and the Clerk was asked to pursue this. JB mentioned the recent spate of burglaries in and around Albourne, and that his house had been targeted. He urged everyone to be vigilant. The matter had been well handled by the Police and arrests have been made. GS raised the Barleycroft parking issue in terms of the recent email from one of the residents. However, it was noted that WSCC and MSDC are dealing with the matter, and that the Parish Council should not therefore need to take any further action or become further involved. He re-iterated the view that there needed to be an emergency planning enforcement officer on call at MSDC, during weekends and Bank holidays (in much the same way as there was for

environmental health issues), and JLB said that she would take this idea back to the District Council. He also said that he had reported a broken footpath stile issue, where the gate is about to fall over, and this is being looked into by WSCC.

The meeting closed at 8.50 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 4th JULY 2017 @ 7.00 p.m.