

ALBOURNE PARISH COUNCIL [2020]

Minutes of the Annual Parish Council meeting of Albourne Parish Council

held on: Tuesday, 12th May 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 Suzanne Sawyer (SS)
Cllr Joy Parks (JP)
Cllr Di Smith (DS)
Cllr John Drew (JD)

In attendance: Iain McLean (Parish Council Clerk)

- 1. (2019/001) - Election of Chairman for the ensuing municipal year.** This being the first meeting of the Parish Council for the new Council year, nominations for the office of Chairman of the Parish Council for the Council year 2020/21 were called for. Councillor Stafford was **PROPOSED** by Councillor Butler and **SECONDED** by Councillor Drew. There being no other nominations, Councillor Graham Stafford was duly and unanimously **ELECTED** to serve as Chairman of the Parish Council for the Council year 2020/21.
- 2. (2019/002) – Councillor GS then formally opened the meeting, welcomed those present, and received apologies for absence.** There were no apologies for absence and all Councillors attended by email.
- 3. (2019/003) – New Chairman signs Declaration of Acceptance of Office.** Councillor Stafford will sign the Declaration of Acceptance of Office, in the presence of the Clerk, who will also sign and date the document, as soon as possible.
- 4. (2019/004) – Election of Vice Chairman for the ensuing municipal year.** Councillor Stafford, having duly taken the Chair, called for nominations for the office of

Vice Chairman of the Parish Council for the Council year 2020/21. Councillor Butler was **PROPOSED** by Councillor Stafford and **SECONDED** by Councillor Drew. There being no other nominations, Councillor Jerry Butler was duly and unanimously **ELECTED** to serve as Vice Chairman of the Parish Council for the Council year 2020/21.

5. **(2019/005) – Declarations of interest.** Cllr GS declared a personal and pecuniary interest in the planning application below for Moorcroft Farm, as he is an owner, and applicant for the property. Cllr NE declared a personal interest in the same application as she is a near neighbour to the property concerned. Accordingly, neither Councillor took any part in the consideration of this application.
6. **(2019/006) – 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, although a recent enquiry had been made concerning Japanese Knotweed in Church Lane. The Clerk has since dealt with the matter in correspondence.
7. **(2020/007) – Approval of Minutes.** The minutes of the Parish Council meeting held on 7th April 2020 were duly approved and will be signed, as a true record, by the Chairman, as soon as possible.

8. (2020/008) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB). Report from Mid Sussex District Councillor for Bolney Ward. *This is an update on last month's written report for Parish Council's within Bolney. Mid Sussex District Council is working as a Category 1 responder under the civil contingencies legislation and coordination through the Sussex Resilience Forum. The council has undergone an initial reorganisation so that officers can work from home where possible and necessary. Many of the circumstances facing it are a national issue, so it is responding and dealing with Government directives in order to continue to provide essential services and help residents and businesses. Community. The discontinuation of the collection of green waste and the requirement for NO bonfires and the reasons for these measures have been well-publicised. It is unfortunate this has coincided with the Easter weekend, which is seen as the time to dispose of winter refuse and start the summer but it is out of our hands. There are many complaints about bonfires on social media but please direct residents to the MSDC website where issues can be reported relating to Environmental Health and Social Behaviour - fines can be issued.[The closure of the tips is a Government matter (Public Health England guidance)]. Over the Easter weekend, I received some complaints about a lack of social distancing in our lanes, arising from organised groups of cyclists and horse riders, who do not appear to be simply large family groups and are not local residents. I have raised this matter but as you will be aware, this is difficult to police. The number of people out and about has apparently reduced, thus reducing the transmission rate of the virus. However, I have been reminded to report incidents to the police and our new Prevention Inspector, Darren Taylor, has, I believe written to introduce himself to all Parish and Town Councils within the district. Businesses. There is a business rates holiday for 2020/21 for eligible businesses (retail/hospitality /leisure) - this should happen automatically but please encourage businesses to contact*

MSDC if they believe they have been missed. The council distributed £1.4million in business grants to 111 companies last week- this is only the beginning- approximately £4million of grants are expected to be paid out this week. Useful

link: www.midsussex.gov.uk/revsandbens/business-rates/new-grants-for-business-rates/

Applications to the LEP for business grants have been closed, as it was inundated with requests. Further support can be found at <https://www.businesssupport.gov.uk> Council Tax. There are no implications for falling Council tax collection rate for Parish and Town councils, as they have precept which is a fixed amount. The District and County Council have to deal with any failures/difficulties in paying. Other MSDC matters. Virtual council meetings are now legal and will be scheduled Planning applications CONTINUE to be processed

www.burgesshill.net please keep referring to the website as the programme is continuing-

more news at the end of April Council Finances. MSDC is in good financial health and working very closely with the MHCLG. As one would expect, I am meeting (virtually) with the Head of Corporate Resources on a minimum of a weekly basis and working together with the Leader and Cabinet colleagues to ensure close monitoring and planning is continued.

Updated information about MSDC services can be found

at: <https://www.midsussex.gov.uk/about-us/coronavirus-covid-19/>

9. (2020/009) - (Appointment of the Village Hall Management Committee (VHMC)).

Under its constitution, it was **RESOLVED** that the VHMC for the municipal year 2020/21 should comprise a membership of Councillors Stafford, Butler, Smith, Sawyer and Drew. The two appointed co-opted representatives on the Committee were confirmed as the current members, Mick Gratton, and George Hammond. It was noted that the VHMC intends to recommend to the Council the third co-opted member as soon as possible (the position being currently vacant).

10. (2020/010) – Planning matters.

10.1 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/20/1150 Land North of Lanehurst Cottage, Twineham Lane **	Erection of 3 bedroom, 3 storey dwellinghouse with new access onto Twineham Lane.	Albourne Parish Council strongly objects to this application. It is completely contrary to both MSDC District Plan, and Albourne Parish Council's Neighbourhood Plan, policies, including policy numbers DP6, DP12, DP15 (District Plan), and ALC1 (Neighbourhood Plan).
AE/DM/20/1214 Barn At Truslers Hill Lane **	Erection of additional stables and creation of Foaling Unit	Albourne Parish Council has no objections to this application.
AE/DM/20/1219 Moorcroft Farm, Henfield Road **	Alterations and conversion of existing buildings to create a single dwelling.	Albourne Parish Council has no objections to this application.
AE/DM/20/0838 The Oaks,	Erection of lighting for an	Albourne Parish Council objects to

Henfield Road	equestrian exercise arena.	the application as it would set a precedent for other similar properties. It also goes against the dark skies policies of both the SDNPA and the Neighbourhood Plan.
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** Note: In view of the fact that the deadline for these responses was prior to the date of the meeting, these applications have been dealt with under the delegated authority provisions of Standing Orders, and the agreed responses sent to the Planning Authority (MSDC).

10.2 Cllr JD gave a written report and update as follows:-

*“Despite much chasing we are still waiting for WSCC to advise MSDC that the available **Unilateral Undertaking Funds** can be released for the proposed Albourne PC traffic calming actions. Until such time as this happens we are not in a position to confirm the already approved **SID** order with Stocksigns. All quotations for **Gateways** construction and installation have now been received and a fully built up recommendation for APC agreement is in preparation. One more quotation for improvements to the **Truslers Hill Lane/B2116 junction** is awaited from A Steer, following which a recommendation will be prepared. **Olus** have agreed to re-issue requests to their suppliers regarding adherence to voluntary speed limits following awareness that, although traffic volumes are much reduced, some vehicles are travelling at much faster speeds, in particular along the B2116.”*

10.3 No report currently in the circumstances, but MSDC has been asked to update on a number of planning enforcement matters.

11. (2020/011) – Finance report and matters.

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

11.2 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 (April)	West Sussex County Council
£411-04	Mobile green and waste freighters on 27/10/19	Mid Sussex District Council
£226-93	WSALC and NALC subscriptions 2020/21	WSALC Limited
£206-99	1 of 2 Street Lighting Maintenance Contract 2020/21	Streetlights
£400-00	Annual grant for Churchyard maintenance at St Bartholomew's Church	ASCAT Parochial Church Council
£592-10	Annual Insurance cover for 2020/21 (premium)	Came and Company
£20-00	Grass cutting at the Millennium Garden	Brian Truran

11.3 It was noted that in regard to the Parish Council's annual insurance arrangements for 2020/21, the recommendation from Came and Company is to continue to insure with Pen (formerly Inspire) at the annual premium of £592-10 (two other Companies having been compared against the same cover requirements, Hiscox, and Ecclesiastical). The recommendation was **AGREED**, and the Clerk will action this accordingly.

11.4 In response to the recent request from the Parochial Church Council, it was **AGREED** to make the annual grant of £400 in 2020/21 towards the upkeep and maintenance of St. Bartholomew's Churchyard. It was noted that the amount is in the 2020/21 budget.

12. (2020/012) - Allotment vacancy.

The vacancy that has recently arisen at the Allotment site was noted, and it was **AGREED** that as there is no one from the Parish currently on the waiting list, and in view of the policy that allotment holders should preferably be Albourne residents, the vacancy should be advertised in the Parish before any final decision is taken.

13. (2020/013) - Delegated Decision.

A decision taken under delegated authority (on the grounds of urgency) to discharge Barcombe Landscapes Limited from any further work at the Millennium Garden (MG) and to commission a local contractor to carry out the grass cutting at a cost of £20 per cut, the relevant provisions of Standing Orders also having been waived accordingly, was noted and confirmed.

14. (2020/014) - Councillors exchange of information/new matters. Cllr JP raised the ongoing issue of the rubbish accumulation, fly-tipping, and burning of material at the Church Lane site. Cllr JD suggested that all Church Lane residents within 100m of the land should be written to by the Parish Council informing them of the concerns, and in an effort to stop the activity.

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

NEXT ORDINARY MEETING: TUESDAY, 2nd June 2020 @ 7.00 p.m.