

ALBOURNE PARISH COUNCIL [2021]

Minutes of the Annual Parish Council meeting of Albourne Parish Council

held on: Thursday, 6th May 2021, at 7.00 p.m. (the meeting started at 7.10 p.m. due to technical difficulties with the zoom access)

held via zoom in view of the current restrictions on meetings in person.

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

In attendance: Iain McLean (Parish Council Clerk) and one member of the public.

- 1. (2021/041) - 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 2021/22 were called for. Councillor Stafford was **PROPOSED** by Councillor Butler and **SECONDED** by Councillor Smith. 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 2021/22.
- 2. (2021/042) – Councillor GS then formally opened the meeting, welcomed those present, and received apologies for absence.** Due to it being local elections day, apologies for absence were received from Councillors Judy Llewellyn-Burke (MSDC) and Joy Dennis (WSCC).
- 3. (2021/043) – 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. (2021/044) – 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 2021/22. Councillor Butler was **PROPOSED** by Councillor Ernest and **SECONDED** by Councillor Sawyer. 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 2021/22.

5. **(2021/045) – Declarations of interest.** There were none declared on this occasion.
6. **(2021/046) – Adjournment for any questions or issues raised by members of the public.** None had been raised prior to or at the meeting.
7. **(2021/047) – Approval of Minutes.** The minutes of the Parish Council meeting held on 6th April 2021 were duly approved and will be signed, as a true record, by the Chairman, as soon as possible.
8. **(2021/048) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** There were no reports, as neither Councillor was present, but full reports had been made to the Annual Parish meeting of electors held on Tuesday, 4th May 2021.
9. **(2021/049) - (Appointment of the Village Hall Management Committee (VHMC).** Under its constitution, it was RESOLVED that the VHMC for the municipal year 2021/21 should comprise a membership of Councillors Stafford, Butler, Smith, Sawyer and Drew. It was noted that the three appointed co-opted representatives on the Committee are currently Mick Gratton, George Hammond, and Eve Gerhold. These appointments will be confirmed at the next VHMC meeting at the end of June.
10. **(2021/050) – Planning matters.**

10.1 It was noted that there are no planning applications for consideration this cycle. It was reported that the planning application for the floodlighting at the Albourne Equestrian Centre has been granted by MSDC, subject to conditions as to restrictions on hours of use, and the angling of the lights.

10.2 Cllr JD mentioned that there is an on-site meeting with PHB (the contractor) on 7th May 2021 in order to discuss the installation of the Village Gateways. On a question from Cllr NE, it was confirmed that PHB will be dealing with the possibility of any underground cabling at the installation sites. On the Traffic Regulation Order for the proposed reduction in speed limits, an unhelpful response has been received from WSCC. It is therefore the intention to try and meet with Richard Speller (the Head of the Department) in order to clarify the issues. It is also hoped to arrange a meeting with the WSCC officer dealing with the removal and appropriate replacement of the redundant road traffic signs in order to take this matter forward. Funding and design still appear to be the main issues.

10.3. On planning enforcement, the car storage issue at the Albourne Equestrian Centre is ongoing, but a retrospective planning application is expected shortly. The revised Horsham District Council Development Plan is now due to be published and it will then go on to formal examination. This will be looking at the strategic sites put forward by Horsham, and could be significant in terms of the Mayfields proposal. It was noted that in view of the successful appeal, the Retirement Villages planning application at the former Hazeldens site, has received outline consent, but that the application for full, detailed consent is awaited.

11. (2021/051) – Finance report and matters.

11.1 The financial summary and the Bank reconciliation for the month, were received, noted, and approved. It was noted that the first half of the annual precept for 2021/22 in the sum of £7,511 has been received from MSDC.

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 2021)	West Sussex County Council
£118-27 *	Paint for Village Gateway signs (Brewers)	John Drew (reimbursement)
£20-00	Grass cutting at the Millennium Garden (cut 1 for 2021)	Brian Truran
£108-00	New defib pads for the defibrillator machine (TheDefibPad)	John Parks (reimbursement)

* This amount, net of VAT, (£98-56) has been reclaimed from MSDC under the funding agreement for traffic calming measures.

11.3 It was noted that as the meeting had been brought forward, the Clerk is not able to report to this meeting on the insurance issue, as Came and Co has not yet made their recommendation as regards the Parish Council's insurance arrangements for 2021/22. It was therefore agreed that the matter would have to be dealt with under delegated authority (renewal is due on the 3rd June 2021).

12. (2020/052) – Current issues. (i) There is nothing further about the Church Lane dog waste bin, but the Clerk will chase up for a response as to when the MSDC collection contract is due for renewal, as it is hoped that the capacity will then be increased and this waste bin can be added to the collection round, (ii) on the Village Hall fence issue, the Parish Council notes the possibility that WSCC may wish to replace the fence with bollards. However, the Parish Council has some safety concerns about the proposal and takes the view that some sort of horizontal fencing will be necessary in order to prevent children from straying into the car park. It is after all supposed to be a safer route to school footpath. (iii) The Clerk has taken up with WSCC the early mowing of highway verges, which has cut down the many daffodils planted by the Parish Council before they have finished blooming. (iv) It was **AGREED** that in the light of the latest guidance from the National Association of Local Councils (now that remote zoom meetings are no longer permissible from 7th May 2021) and the fact that the Village Hall does not expect to re-open until the 1st July, the Parish Council meeting scheduled for 1st June 2021 will be cancelled, and any business dealt with by delegated authority. Depending on the rules, the meeting scheduled for 6th July will go ahead on a face-to-face basis compliant with any health and safety precautions that the Parish Council considers appropriate in the circumstances (or as advised), particularly as regards the attendance by any press or public.

13. (2020/053) – Annual Parish Meeting. Cllr JB mentioned that a neighbouring resident had made some observations about the Village Hall and its various activities and proposals. These are being considered, and it is the intention to have an on-site meeting to discuss the issues as soon as practicable. These concerns will also be shared with the Village Hall Management Committee.

14. (2020/054) - Councillors exchange of information/new matters. Cllr DS raised the re-wilding issue at the Recreation Ground (this is an area that MSDC will not be mowing in order to see how it flourishes). The area has been roped off using metal spikes, which could pose a danger to children using the area for football. There has been some consultation over this, but the Parish Council is disappointed that it was not specifically consulted. It was agreed that Clls JP and DS will check the area, and then get back to the Clerk in case any concerns need to be passed on to MSDC. Cllr SS raised the issue of cyclists continuing to use the back of the bus shelter and areas nearby in order to relieve themselves. It is unpleasant and unhygienic. It was agreed that suitable notices should be posted, perhaps indicating the presence of CCTV, and Cllr DS said that she would be happy to consider the wording, and look at how best to prepare any such notice. Cllr JP raised the issue of the gap in the hedge at Hunters Mead opposite the Village Hall, and the Clerk will chase this up with MSDC. It was noted that Brian Truran has made a good job of clearing the brambles in the Millennium Garden, and this looks very tidy at present. The installation of the new bench (it needs to be secured to the ground) at the MG is ongoing, and a price for this needs to be obtained. Cllr SS said that she would pursue this. The brambles and weeds at the Common Copse land has also been cleared by Brian Truran at the agreed price, and he will present his invoice with the next grass cut. The bonfire issue at Church Lane is still a concern, but it was noted with regret that there appears to be little that anyone can do about this, given the uncertainty surrounding the land ownership issue. Cllr GS asked that since the Common Copse land has been cleared could Cllrs JP and SS consider how best this could now be replanted with appropriate shrubs and foliage. They confirmed that they would now take this forward. Finally, he asked the Clerk to see if a paper copy of the Electoral Register could be provided by MSDC, as the electronic version is difficult to read. It was also agreed that the Clerk would send a copy of the electronic version to Cllr JB as he may be able to make it more readable.

The meeting closed at 8.10 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 6th July 2021 @ 7.00 p.m.