

ALBOURNE PARISH COUNCIL [2012]

DRAFT/

Minutes of the meeting of Albourne Parish Council held on:

Tuesday, 4th September 2012, at 7.00 p.m.

Present: Cllr Graham Stafford (GS)
Cllr Jerry Butler (JB) (Vice-Chairman)
Cllr Michael Gratton (MG)
Cllr Meg Price (MP)
Cllr Robert Dunckley (RD) (from 7.05 p.m.)

In attendance: Iain McLean (Parish Clerk) and 4 members of the public

At the start of the meeting, the Clerk reported that the Chairman, Graham Stafford, had confirmed his resignation as Chairman of the Parish Council in writing. As a change to the published Agenda therefore, the first item of business would have to be the election of a new Chairman for this meeting, and for the remainder of the municipal year. The Clerk therefore asked for nominations to this position. It was proposed and seconded that Councillor Jerry Butler be nominated to the Chair. There being no other nominations, Councillor Jerry Butler was on a vote of those members present, unanimously elected to the Chair of Albourne Parish Council, and so duly took the Chair.

(MG requested that the Clerk report to the Council at the next meeting, clarifying the nature of the relationship between the Chair and Vice-Chair with the rest of the Council, and as regards their respective responsibilities.)

- 1. (2012/122 – Chairman opens meeting and receives any apologies for absence).** As recorded above, JB took the Chair and resumed the published part of the Agenda. He then formally opened the meeting, welcomed all those present. Apologies were received from Councillors Elaine Makey (EM) and John Gooch (JG). Councillor Sue Seward from MSDC had also sent her apologies.

The office of Vice-Chair having now been vacated, nominations were sought to this position. It was proposed and seconded that Councillor Meg Price be nominated to the position of Vice-Chair. There being no other nominations, Councillor Meg Price was on a vote of those members present, unanimously

elected to the role of Vice-Chair of Albourne Parish Council.

2. **(2012/123 - Adjournment for any questions or issues raised by members of the public).** An issue of flooding at and adjacent to “Inholmes Cottage”, Henfield Road, Albourne was raised by a member of the public. A summary of the problem was handed round to members. The Parish Council is asked to support finding a solution to the problem, in conjunction with WSCC, and a private land owner. The summary would be sent to Councillor Peter Griffiths. MG agreed to look further into the matter, particularly in regard to the planning context. GS urged the speaker to attend the Community Local Council meeting being held on the 2nd October in Albourne Village Hall.
3. **(2012/124 – Declarations of interest).** MP reminded the Council of her personal, non-prejudicial interest in the Wickwoods Country Club Hotel and Spa planning application, given her membership of the tennis club. She also declared a personal and prejudicial interest in the planning application below, as she was the applicant.
4. **(2012/125 - Approval of Minutes).** The minutes of the last three meetings held on 3rd July, 23rd July (Planning) and 14th August (Planning) were approved and signed as a true record by the Chairman.
5. **(2012/126 - To receive reports (if any) from WSCC and MSDC)** None. (Neither Councillor Peter Griffiths (WSCC) nor Councillor Sue Seward (MSDC) was present at the meeting.)
6. **(2012/127 – Planning matters)**

1. MG reminded the Council about the planning history for the Wickwoods Country Club Hotel & Spa, and that the planning application had now been withdrawn. It was agreed that JB/EM/MG/RD would arrange to meet with the applicant on site, on a Saturday if possible after the Village Show on the 8th September. MG reported that the application for the sand-school (see previous minutes) was likely to be withdrawn.

2. Planning application. Cllr MG introduced the background to the application and Councillors were referred to the detailed plans. After due discussion, it was unanimously **resolved** (MP did not vote) to respond as follows:

APPLICATION	LOCATION	PROPOSAL	COMMENTS
AE/12/02910/TCA	Yew Tree House, Church Lane,	T1 – Horse chestnut. Fell and replant with a	The Council raises no objections in respect of this

	Albourne	species less prone to foliar disease	application
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3. Nothing significant to report. The Clerk was asked to chase up a response from MSDC to the issues at land opposite Butts Cottages in terms of what MSDC is saying is permitted development, and what it is saying is not.

4. It was noted that Neighbourhood Planning would need to be progressed in terms of developing a timetable for the future tasks, and carrying out further consultation, e.g. with the businesses and commercial activities in the Parish. APC was ahead of some Parish Councils and behind others. MG and the Clerk would action.

7. (2012/128 - Finance report)

1. The financial summary was noted.

2. Invoices were presented for payment, and it was **resolved** to agree and to make the following payments:

AMOUNT	PROCUREMENT	PAYEE
£280-80*	Street Lighting works * (GS/RD)	Direct Technical Services*
£296-87*	Salaries & on-costs (July)* (GS/RD)	WSSC*
£118-10	Clerks stationery expenses	Iain McLean
£301-50	Clerks home office allowance (6 months)	Iain McLean
£288-00	Grass cutting	Barcombe Landscapes Ltd

* Paid - retrospective confirmatory action (Councillors previously approved via email)

3. The Budget monitoring report would be deferred until the next meeting due to lack of information at the present time.

8. (2012/129 - Risk Assessment). The draft document was discussed. It was agreed that Members would input the draft with a view to it being finalised for approval and sign off at the next meeting of the Council.

9. **(2012/130 – VH Trust Committee)**. The Chairman being absent from the meeting, and in view of the fact that a VH Hall meeting had directly preceded this meeting, there was nothing to add at the present time.
10. **(2012/131 - Councillors exchange of information)**. MP reported on the travellers moving around West Sussex at present. RD asked about the planning situation regarding the sheds (see minutes of last meeting). MG reported that there was nothing on the plans but that it was unlikely that they will have needed planning consent. GS raised the issue concerning the possibility that MSDC would only provide “e” copies of planning plans in the future. This would be looked into further.
11. **(2012/132 - Joint Parishes meeting)**. The arrangements for the meeting on 27th September were noted. The Clerk reported that someone from the planning enforcement team at MSDC would be invited, along with Councillor Sue Seward from MSDC.
12. **(2012/133 - Any other business)**. The Council agreed in principle to agree the request for a donation of £400 to St Bartholomew’s Church towards Churchyard maintenance, subject to the situation for last year being ascertained. This payment would come to the next meeting in October.
13. **(2012/134 - Date of next meeting)** It was agreed that the next meeting be held on Tuesday 9th October 2012, given that the scheduled meeting on 2nd October had been vacated by agreement of the Council, in order to allow for a County Local Committee meeting to take place in Albourne Village Hall on that evening.

The meeting closed at 8.45 p.m.

SIGNED.....Jerry Butler
Chairman

NEXT MEETING: TUESDAY, 9th OCTOBER 2012 @ 7.00 p.m.

