

ALBOURNE PARISH COUNCIL [2014]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 1st April 2014, at 7.00 p.m.

Present: Cllr Meg Price, Chairman (MP)
Cllr Graham Stafford, Vice-Chairman (GS)
Cllr Mick Gratton (MG)
Cllr Nikki Ernest (NE)
Cllr Barry Compton (BC)

In attendance: Iain McLean (Parish Council Clerk), Councillor Peter Griffiths (for part of the meeting), and 3 members of the public.

- 1. (2014/235) – Chairman formally opens meeting and receives any apologies for absence.** An apology for absence was received from Cllr Elaine Makey.
- 2. (2014/236) – Adjournment for any questions or issues raised by members of the public.** There were none, but the Chairman agreed to alter the order of the Agenda in order to take the Planning item (7) earlier.
- 3. (2014/237) – Declarations of interest.** MP declared a personal, non prejudicial interest in the planning application for Spring Cottage as the applicant was a close neighbour. Otherwise, there were none.
- 4. (2014/238) – Approval of Minutes.** The minutes of the Parish Council meeting held on 4th March 2014 (as amended in correspondence) were approved and signed, as a true record, by the Chairman. Updates: There were none that would not be coming up on the Agenda.
- 5. (2014/239) – To receive reports (if any) from WSCC Councillor Peter Griffiths and MSDC Councillors Gordon Marples and Sue Seward.** Cllr Peter Griffiths said he had attended a meeting with Highways, and that he would send a report through to the Clerk. It was agreed that the Parish Council would support PG in his protest about the apparent “about face” on the A23 quiet surfacing issue. MG suggested that the upgrade could be put in the Neighbourhood Plan as an objective. The Parish Council will also try to raise a pressure group of other affected Parishes to have the policy changed. The possibility of launching a petition would be looked at, and PG said that he would discuss this with legal

officers at WSCC and report back. It may be that a noise survey could be carried out, to be paid for jointly with other Parishes, through from Bolney to Pyecombe. PG was continuing to look into the shared intelligence issue, and the correspondence with Cllr NE refers. MG raised the issue of the Conservative manifesto in regard to the proposal for the second runway at Gatwick. The consultation was ongoing, but WSCC has in principle, come out in favour. PG is still pursuing the footpaths issue. He raised some road safety issues, particularly in his capacity also as School governor, in relation to parking around the School. Some measures could be taken such as trying to get more children to come by bus, having a safe drop off point outside the centre of the Village. These matters could be taken forward to a future County Local Committee meeting.

6. (2014/240) – Project updates. (i) There is still no firm date for the clapperboards, (ii) the Clerk confirmed that the installation of the High Cross fingerpost was due for this month (April), (iii) a reply from WSCC had just been received on the footpaths and stiles issue, which the Clerk would forward to Councillors. It was agreed that Cllr MP would chase up (i), and the Clerk would report back further on (ii) and (iii).

7. (2014/241) – Planning matters).

7.1 Four planning applications were considered, and the plans and relevant policies discussed. In the case of Spring Cottage, the applicant also attended the meeting and addressed the Council. It was therefore **resolved to comment to MSDC as follows:-**

APPLICATION/PROPERTY	PROPOSAL	AGREED RESPONSE
AE/00517/FUL – 2 Calvins Fields, Twineham Lane	Removal of 3m of existing hedge-row, construction of a cross over with drainage underneath over the existing ditch and erection of a 2.6m wide, 1.1.m high new gate on the line of the existing hedge to provide access to the site for standard agricultural machines	The Parish Council notes the objection by WSCC, and that the application appears to be incomplete and inconsistent. Revised plans will be necessary as it is otherwise difficult to appreciate exactly what is being proposed.
AE/00804/FUL – Singing Hills Golf Course, Muddleswood Road	Proposed demolition of existing covered teaching bay and extension to and covering of existing driving bays incorporating	The Parish Council has no objections in principle, but strongly recommends a condition/restriction on any lighting without the

	ball dispenser	further approval of the Planning Authority.
AE/01015/FUL – Spring Cottage, Church Lane	Proposed new garden wing	The Parish Council has no objections subject to a condition which restricts future development rights, so as to ensure that there are no future changes without the further approval of the Planning Authority.
AE/01016/LBC - Ditto	Ditto	Ditto

7.2 Cllr MG referred to the recent correspondence about the Rectory and it was noted that both MSDC's Planning Officer and Conservation Officer, have concerns with the planning application as regards a number of issues, including the correctness of the ownership Certificate in respect of the land outside the curtilage of the property itself. On the Neighbourhood Plan, the Sustainability Appraisal was now virtually completed. It was agreed that MSDC could be asked to review the Council's progress to date, rather than going outside. On the Avtrade illumination issue, Cllr NE said that the intended meeting has not taken place, but it had been raised at the last Inter Parishes Group meeting. The issue would be kept under review and if necessary treated as a planning enforcement matter.

8. (2014/242) – Finance report.

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
£169-18	SALC annual subscription for 2014/15	West Sussex ALC Limited
£211-21	Annual grounds maintenance High Cross, Albourne	MSDC
£453-77	Clerk's salary and on costs (February)	WSSC
£336-84	Clerk's salary and on costs (March)	WSSC

8.3 The Clerk presented the end of year budget monitoring report for 2014/14. It was noted that although individual budgets had largely been adhered to, the Council was very slightly overspent. However, it had been an expensive year for street-lighting. MP expressed some concern that the budgets were being set slightly higher than the precept, although some of them were contingent only. The report was duly noted and approved.

8.4 The Council considered the request for a donation from St Catherine's hospice. Albourne Parish Council is a small parish with limited resources. **It was therefore resolved with great regret, that the Council was not in a position to support the charity with a donation at the present time.**

9. (2014/243) – Governance matters. It was noted that the review of Financial Regulations still needs to be carried out, and that the new, standard version had just come out from the National Association of Local Councils (NALC). The Clerk would bring the matter back to a future meeting. The need to review the Risk Assessment and Code of Conduct was also noted. The Clerk was asked to re-circulate the Risk Assessment and Code of Conduct, so that Councillors could consider them, and feedback any issues to the Clerk.

Action:	The Clerk
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10. (2014/244) – Casual vacancy. It was noted that no election had been called, and so the Council was now free to co-opt. The matter was being advertised on the notice-board and the web site, and at the suggestion of Cllr GS, the Clerk would look into advertising the position in Village Voice. It would also be raised at the Annual Parish meeting on 6th May 2014. There were already some possible names in the frame, who might be interested in serving on the Council.

11. (2014/245) – Agenda items for the Annual Parish meeting on 6th May. This would cover the Mayfields new market town proposal, with a presentation by Anthony Watts-Williams, Neighbourhood Planning with Cllr MG, the casual vacancy on the Council, Operation Watershed and flooding with Cllr GS, quiet run tarmac with Cllr NE, and Village Hall review with Cllr EM. Other matters would be covered in Cllr MP's opening address. It was agreed that it was a busy Agenda and that each item would therefore have a maximum time period. It was agreed that a flyer for the meeting as before, should be printed and distributed in the usual way, and Cllr GS and the Clerk would take this forward.

Action:	Cllr GS and the Clerk
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12. (2014/246) – Operation Watershed. Cllr GS updated the meeting on progress, and it was noted that the start of the commissioned work by MTS Cleansing Services was awaited. He also confirmed that he and Cllr BC had met on site with Richard Speller from WSCC. Mr Speller had agreed that the drains at Oakvale/Western Cottages should be done using WSCC’s own funds, i.e. this would not have to come out of the OW monies. GS now has a drainage map for each area.

13. (2014/247) – Village Hall. The matter was deferred as the Chairman, Cllr EM was not present at the meeting.

14. (2014/248) – Clerk’s report. On the Breechlands enforcement matter, it was noted that the situation appeared to be only periodically better, and that there was still some encroachment onto the highway. It was also the case that the exact planning status of the site, still need to be determined. There is more than one business operating there. On Neighbourhood Watch, it was agreed that former Councillor Jerry Butler, who had been previously been involved in this scheme, would be asked for his views, and Cllr MG said that he would be happy to contact him.

Action:	Cllr MG and the Clerk
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15. (2014/249) - Councillors exchange of information/new matters. Cllr NE updated the meeting on the last Inter Parishes Group meeting on the Mayfields issue. She had met, with others, with Cllr Gary Wall from MSDC, and this had been a very useful and productive meeting. She had also met with Claire Tester (the Head of Economic Promotion and Planning) and Cllr Norman Webster (the Cabinet member for Planning) from MSDC concerning progress with the District Plan, and the duty to co-operate. MSDC is not looking to change the overall housing numbers in the Plan. NE touched on the same sort of issues facing the neighbouring Horsham Local Development Plan also in progress currently. Cllr MG raised a planning matter that needed to be dealt with before the next scheduled meeting, and it was therefore agreed to hold an Extraordinary meeting of the Council on **Tuesday, 22nd April 2014 at 7.00 p.m.** in the Village Hall in order to discuss the application.

The meeting closed at 9.18 p.m.

SIGNED.....Meg Price/Graham Stafford
Chairman/Vice Chairman

NEXT ORDINARY MEETING: TUESDAY, 13th MAY 2014 @ 7.00 p.m. being the annual Parish Council meeting.