

# ALBOURNE PARISH COUNCIL [2014]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 2<sup>nd</sup> December 2014, at 7.00 p.m.

*Present:* Cllr Meg Price (MP) - Chairman  
Cllr Graham Stafford (GS) – Vice Chairman  
Cllr Mick Gratton (MG)  
Cllr Barry Compton (BC)  
Cllr Heather Jordan (HJ)  
Cllr Nick Wergan (NW)

*In attendance:* Iain McLean (Parish Council Clerk), and 2 members of the public.

1. **(2014/365) – Chairman opens meeting and receives any apologies for absence.** One apology for absence was received from Councillor Nikki Ernest. (Note: Cllr Peter Griffiths (WSSC) had sent an apology, but this was not received in time for the meeting. It was further noted that the contact details for new Cllr John Allen (MSDC) have not been officially confirmed, but it is hoped that he will be able to attend the next meeting in January.)
2. **(2014/366) – Declarations of interest.** There were none declared.
3. **(2014/367) – Adjournment for any questions or issues raised by members of the public.** (i) It was reported that a surveyor had been seen measuring up the roads on the A23, the Street, Barn Close and other local roads. When approached, the contractor would not say what he was doing. (ii) The issue of highway verge parking was raised, but it was noted that this would be coming up later on the Agenda.
4. **(2014/368) – Approval of Minutes.** The minutes, both public and confidential, of the Parish Council meeting held, on 4<sup>th</sup> November 2014 were approved and signed, as a true record, by the Chairman, subject to one correction pointed out by Cllr MG. In minute 2014/351 – 8.3, it should be Horsham District Council (HDC) not Mid Sussex District Council (MSDC). Updates: None, not otherwise arising on the Agenda.

5. **(2014/369) – To receive reports (if any) from WSCC Councillor Peter Griffiths, and MSDC Councillor John Allen.** None, as neither Councillor was present at the meeting.
6. **(2014/370) – Albourne Parish Council.** It was noted that the Parish Council had the power to change its name, given that some confusion between it and Parochial Church Councils can arise. However, after discussion, the view was that it was not a significant problem, and that Parish Councils as the third tier of Local Government were well understood. It was therefore agreed not to progress the matter, or to formally consider a change of name.
7. **(2014/371) – Winter maintenance and management plans.** The Clerk updated the situation and confirmed that WSCC had agreed to contribute towards the cost of the storage grit bin, and outlined the type of bin and the cost. The ordering was in hand, but the method of payment needed to be resolved, as it couldn't be by credit or debit card, and it may therefore be that this would have to be arranged outside a Council meeting. It was further noted that the colour of the bin should be green, not the standard yellow.
8. **(2014/372) – Planning matters.**
- 8.1 Two planning applications were considered, and the plans and relevant policies discussed. It was therefore **resolved to comment to MSDC as follows:-**

APPLICATION/PROPERTY	PROPOSAL	AGREED RESPONSE
AE/14/04025/HOUS – Magnolia House, Henfield Road	Single storey side extension to form a garage	APC has no objections to this application subject to materials and finishes matching the existing building
AE/14/02702/LDE – Breechlands Cottage, London Road	Existing use of agricultural buildings for storage. Lawful development.	As this is a request for an LDC, APC can only comment that there are no grounds for lawful, valid objections as far as it is aware

8.2 On the Neighbourhood Plan, it was noted that the consultation period had now closed. There would be a meeting next week involving Cllrs MG/MP/NE to discuss the response, and to decide if any changes to the Plan were appropriate.

8.3 On planning enforcement matters, Cllr MG said that on the Mill, a planning application had been submitted, but had not yet been validated. He is still drafting

the letter on the Firsland Park lorry movement issue. The conditions attached to various planning consents for this site need to be worked through and understood.

8.4 On the Firsland Park lighting issue, this seems to have been resolved, but needs monitoring. Finally, Cllr GS raised the issue of the need to have MSDC keep on top of the planning issue at the land opposite Softech House, in order to ensure that the signs of residential activity, did not inadvertently (in planning terms) convert into full residential use of the site. The Clerk will take this up with the Planning Department.

Action:	Cllrs MG/Clerk
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### 9. (2014/373) – Finance report and matters.

9.1 The financial summary and the Bank reconciliation for the month, were received, noted, and approved. Cllr NW raised a query about the difference in the figures between the outturn figures between this and the last Summary, and this was attributed to the November summary being prepared from the Bank Statement, whereas the December one had had to be prepared from the Cash Book, as the November Statements had not arrived.

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

AMOUNT	PROCUREMENT	PAYEE
£104-52	Village Hall hire charges	Albourne Village Hall
£442-89	Clerk's salary & on costs (November) *	WSCC
£400-00	Donation for Churchyard maintenance at St Bartholomew's Church	ASCAT PCC

*\* The increase in the monthly amount reflected the increase in salary scale agreed at the last Parish Council meeting.*

9.3 On the renewal of the annual subscription to Action in Rural Sussex (Village Halls) it was noted that being a member was highly beneficial to the Council, as well as to the Village Hall Management Committee, and it was agreed therefore, that that the Parish Council should subscribe for the year 1<sup>st</sup> October 2014 to 30<sup>th</sup> September 2015 at a cost of £90. It was therefore **resolved to renew the subscription, and to pay the sum of £90 in accordance with the request made by the VH Management Committee.** It was also agreed that the Parish Council should be the point of contact from now on.

**10. (2014/374) – WSCC Streetlights.** Cllr GS reported on his meeting with Simon Bushell for SSE, the contractors working on the highway lamps replacement project.

The Clerk read out the response he had received from Simon Bushell on the issues raised in correspondence about the suitability of the Parish Council owned street lamps in the Parish. The Clerk was asked to find out if both lamps in Holders are necessary, and also the method and estimated cost of dealing with the Parish lamps, and replacing with LED bulbs. Cllr MG said that more information on wattage, light output and spread, was also needed. It may be that there is an example of such lamps elsewhere that Councillors could look at.

Action:	Clerk
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**11. (2014/375) – Operation Watershed.** (i) Cllr BC reported that he was having another flooding problem at his property, but was dealing directly with WSCC in a private capacity, in order to try and have this resolved. (ii) Under OW, it was noted that the hedges and trees along Church Lane had been cut back in order to expose the ditches. There were some blockage issues, and the solution would be wider width culverts. (iii) Cllr GS reported that the next phase of OW work commissioned by the Parish Council would be unlikely to start now until sometime in January 2015. (iv) Oakvale Cottages continue to have major flooding problems in heavy rain, and Cllr GS has taken this up with WSCC. It has responded by indicating that it has some ideas for resolving the issues. (v) Cllr MG raised an issue of flooding near a footpath, which means that people are now walking in the field. This needs to be investigated, and may involve the need for additional OW grant monies. (vi) There was some flooding taking place near the new homes, as the reservoir was not being cleared. GS will take this issue up. (vii) There have been two incidences of flooding at the School in the road and in the playground, which is believed to be being caused by a blocked drain in a nearby field. It was noted that this could in fact be linked to Cllr BC's issue as reported above. (viii) There is a collapsed drain on the main road by the Industrial Estate, which has been caused by the heavy lorries. Cllr GS will pursue this with WSCC. (ix) It was noted that some drain blockages might be being caused deliberately, as footballs, and tin cans had been found, which could not have got there by accident. This needs to be monitored.

Action:	Cllrs GS/BC/Clerk
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**12. (2014/376) – Village Hall Management Committee.** It was agreed that the possible replacement of the VH garage issue should go to the VH Management Committee at its meeting on 27<sup>th</sup> January 2015, and then to Council at its meeting on 3<sup>rd</sup> February 2015. The VAT reclaim issue was raised, in terms of whether VAT on accounts paid for from within the separate Village Hall funds, could be reclaimed. This has been the subject of advice from both AIRS and the Clerk, but the position remains unresolved. However, it was noted that there is a former VAT Inspector, John Rose, who lives in the Village who might be able to

advise.

**13. (2014/377) – Current issues.** The issue of verge parking was further discussed, and it was noted that as previously agreed, polite notices had been placed on offending vehicles. This seemed to have had some effect, and had led to one email response to the Parish Council, which the Clerk read out. The other matters were noted, but were the subject of ongoing correspondence.

**14. (2014/378) – Clerk’s report.** There were no matters that had not already been discussed under the other Agenda items.

**15. (2014/379) - Councillors exchange of information/new matters.** Cllr GS said that in connection with the A23 traffic noise transmission issue, he had taken part in a recent Radio Sussex phone in on an unrelated matter, but had taken the opportunity to raise the matter. It was agreed that a letter to Sir Nicholas Soames lobbying for the A23 noise issue, given that other issues such as the A27 were being addressed, should be sent. GS also said that the recent meeting with the PCSO had been very positive in terms of speeding/traffic management, and anti-social behaviour issues. It was the intention to have such a meeting at least once in every three months. Cllr MP said that John Couling will try and help with the volunteers, etc., in regard to a local Speed-watch programme in the Parish. MP has not yet purchased the hand held noise device as there may be other, better options. She is researching this further. She said that notices had been put in the bus shelter about cyclists and others using the area to relieve themselves, but this may be having limited effect. Cllr HJ said that the fencing around the Millennium Garden was now in hand. She also raised the issue of the damaged stile in the field behind Church Lane, where the owner was failing to take any remedial action. This was now becoming a danger to users. It was agreed that the Clerk should write to the owner giving one last chance for him to resolve the issue. Cllr MG reported that he was very disappointed to note that the West Sussex Fire and Rescue Service had pinned a notice about the location of hydrants onto the new finger post at High Cross. It will be removed. The need for such notices was understood, but they should be put up separately, not using existing street furniture. The Clerk should write to the Service accordingly.

The meeting closed at 8.55 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 6<sup>th</sup> JANUARY 2015 @ 7.00 p.m.***