

# ALBOURNE PARISH COUNCIL [2015]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 1<sup>st</sup> December 2015, at 7.00 p.m.

*Present:* Cllr Meg Price (MP) - Chairman  
Cllr Graham Stafford (GS) – Vice Chairman  
Cllr Heather Jordan (HJ)  
Cllr Nikki Ernest (NE)  
Cllr Di Howard (DH)  
Cllr Nick Wergan (NW) (from 7.10 p.m.)

*In attendance:* Iain McLean (Parish Council Clerk), Councillor John Allen (MSDC), and 3 members of the public (for parts or all of the meeting).

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- 1. (2015/112) – Chairman formally opens the meeting, welcomes those present, and receives apologies for absence.** Apologies were received from Councillor Barry Compton. Councillor Peter Griffiths (WSSC) had also sent his apologies as he was chairing a County Local Committee meeting.
- 2. (2015/113) – Declarations of interest.** There were none declared.
- 3. (2015/114) – Adjournment for any questions or issues raised by members of the public** – There were no new issues raised, but the issue of access to the Village Hall car park and to the Recreation Ground came up. It was noted that there had been more of a police presence recently in order to deter anti-social activity. The possibility of signage at the Hall was discussed as regards unauthorised parking, but the wording will be an issue, and it needs further investigation. There was also the need to pursue the external lighting issue at the Hall.
- 4. (2015/115) – Approval of Minutes.** The minutes of the Parish Council meeting held on 3<sup>rd</sup> November 2015 were duly approved and signed, as a true record, by the Chairman. It was noted that there are still some outstanding actions as regards the Winter Management Plan 2015/16. These were a response from the Gospel Hall on the possibility of volunteering to clear the Village Hall car of snow and ice using their snow plough equipment, and a response from WSSC (Richard Speller) on the gritting of the additional roads in the Parish. The Clerk will pursue

both these issues.

- 5. (2015/116) – To receive reports (if any) from WSCC Councillor Peter Griffiths, and MSDC Councillor John Allen.** (i) Councillor Peter Griffiths was not present but tabled a paper. This asked whether the Parish Council would be prepared to support a small increase in the precept to WSCC for 2016/17, in order to be ring fenced to particular highways projects. However, the Parish Council unanimously ***RESOLVED*** to respond that it was the duty of WSCC to spend the money they already had, more wisely and competently. WSCC has already saved money by devolving projects down to Parishes, e.g. Operation Watershed. Councillor MP said that she would reply accordingly. (ii) Councillor John Allen reported on the progress of the District Plan, confirming that the overall housing provision figure had increased, and that there is to be a new strategic housing site at Pease Pottage. He confirmed that there had been no planning application regarding the Brighton park-and-ride scheme for the Q Leisure Park Albourne, and it seems that this has merely been floated as an idea. He is also not aware of any pre-planning discussions with officers at MSDC. NE requested that Councillor Allen provide a copy of any consultation response from Mayfield's on the focused amendments to the pre-submission District Plan, currently out for consultation. NE briefed Councillor Allen on the Olus planning application, with particular regards to the Firmland Industrial Estate, and Winterpick issues. These were matters of planning enforcement, and possible breach of Environment Agency Licenses. NE will provide copies of the email correspondence to Councillor Allen, and whilst he said that there was probably not much that MSDC could do, as it was not the planning authority, he will raise it with his colleagues for awareness purposes. He also said that it would be worth involving the local MPs. APC would want to be consulted on any (Industrial Emissions Directive) IED License issues, and so Councillor Allen agreed to alert the Council if he heard of any issues being routed through either Twineham Parish Council, or MSDC. It was also important to encourage residents to report incidents on the EA incident hotline, telephone number 0800 80760, e.g. odours from passing lorries carrying waste, etc. There was also the issue of dust emission over a nearby school in Twineham from the waste processing plant as above, which should be looked into.
- 6. (2015/117) – New bench for Parish by the bus stop.** The Clerk reported that by way of correspondence, it had been ***RESOLVED*** by the Council to accept and agreed the terms set out by the Gospel Hall (Peter Holding's email of 4<sup>th</sup> November 2015), and that the Parish Council would therefore sign up to the necessary License document required by WSCC for siting the bench on highways land. The Gospel Hall was now sourcing some volunteer help as regards the actual installation of the bench, and hopefully this project would be completed soon.

7. **(2015/118) – Common “copse” land in the Street.** It is understood that WSCC has now worked out where the boundary lies between their “highways” land, and the land in private ownership. They are writing to the owner of the property, with a copy to the Parish Council, in order to confirm the position, and to ensure that there is no further encroachment of the land.

8. **(2015/119) – Planning matters.**

8.1 One planning application was considered, and the plans and relevant policies discussed. It was therefore **RESOLVED to comment to MSDC as follows:-**

PROPERTY	PROPOSAL	AGREED RESPONSE
<p>AE/DM/15/4548 – Box 2, Unit 5, High Cross Farm, Henfield Road</p>	<p>Single storey rear and side extension</p>	<p>The emerging Albourne Neighbourhood Plan supports local businesses within their existing developed boundaries. However, the Parish Council does not support this specific application for the following reasons: Building 5 at High Cross Farm was originally given planning permission as a change of use from an agricultural building. The proposed extension to the building results in an almost doubling in size of the warehouse, and transforms a small building (1300m<sup>2</sup> or less) to a moderate sized one (585m<sup>2</sup>). This would appear to be in conflict with policy E5 (e) of the Mid Sussex 2004 Local Plan, which states ‘<i>The subsequent extension or intensification of the use of such buildings which results in the loss of a small unit of business accommodation or has a detrimental impact on the surrounding area will not be permitted</i>’. The proposed extension appears to take up at least 50% of the parking spaces agreed under planning application AE/11/02102/COU. There is no information in this application as to where these parking spaces will be available, with the proposed extension in place. There is no information provided in the application as to the additional traffic movements generated by this expansion. The exit of High Cross onto the B2116 is near a dangerous</p>

		<p>junction, where numerous road traffic accidents have occurred. Therefore the provision of information on traffic movements is essential. The additional screening required under planning application AE/11/02102/COU has not been implemented. Albourne Parish Council resists any intensification of this site, until this screening is in place. However, if Mid Sussex District Council is minded to approve this application, Albourne Parish Council would require a number of conditions to be included. Namely, (i) the provision of additional screening to the eastern side of the site, (ii) no incursion of the development or during the building works, into the surrounding agricultural land and (iii) no external lighting.</p>
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8.2 NE reported that the Neighbourhood Plan had been accepted by MSDC for formal consultation under Regulation 16, and that this was underway until 7<sup>th</sup> January 2016. There would be an information stand at the senior citizens tea party being held on 8<sup>th</sup> December 2015, and a further session later in the evening. Some publicity would also be done at the pub night on 18<sup>th</sup> December 2015, and a session in the Village Hall on 19<sup>th</sup> December 2015 during the morning. Mick Gratton is drawing up some flyers to send round to residents. (ii) On the neighbourhood planning declaration of interest point, the Clerk confirmed that he had received a response from the Monitoring Officer at MSDC, and that the requirement was for all Councillors to ensure that their existing forms were updated, and that any co-opted member of the Council should complete an appropriate form. As Mick Gratton was not formally co-opted onto the Council, this shouldn't therefore apply, but that in any event, no one had any conflict of interest in terms of being affected by nearby development proposed by the NP.

8.3 On the Firmland site, NE confirmed that the planning officer had undertaken to provide NE with dates as to when it would be expected that the planning conditions would be met. It was acknowledged that that some time would be needed to provide this information. The matter would therefore be reviewed again, at the next APC meeting on 5<sup>th</sup> January 2016, with a view to possibly involving the local MPs. It will also be necessary to get in touch with Woodmancote Parish Council as the site is in fact in their Parish, and their MP (Nick Herbert) will need to be involved.

8.4 The Clerk confirmed the responses received from MSDC on the planning enforcement matters at three sites in the Parish. NE will take up directly, the reply on

the Albourne Equestrian Centre. Recent planning outcomes were confirmed: 4 Oakvale Cottages – refused. Hackhurst – approved, subject to conditions. Maples, 5a, Leyfield – approved, subject to conditions. The Clerk has circulated copies of the decision notices received from MSDC.

**9. (2015/120) – Finance report and matters.**

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

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

AMOUNT	PROCUREMENT	PAYEE
£92-00	Village Hall hire charges	Albourne Village Hall
£1,105-44	Village Hall new curtains	Direct Fabrics

9.3 The question of how to fund the possible refurbishment and upgrading of the playground equipment in the Recreation Ground, is still being investigated by Councillor NW, and he is looking at various grant options. The issue of how to cater for the needs of older children is also still very much an issue. Cllr John Allen said that he would investigate possible sources of funding and/or assistance from MSDC, and report back to a future meeting.

**10. (2015/121) – Grass and hedge cutting in Albourne – audit.** Councillor HJ circulated the spread sheet she has prepared detailing all known areas where this needs to be done, and allocating responsibility. There are still some gaps, which need further investigation, but the information is an extremely useful tool, and HJ was thanked for her work in preparing the document. It was noted that the trees bordering Softech House, are now becoming dangerous, and it needs to be established with MSDC who is responsible for them.

**11. (2015/122) – Operation Watershed.** Councillor GS referred to his recent emails, which had been circulated to Councillors, and it was noted that he is still awaiting complete information from WSCC on the outstanding issues. Although a highways gully map had been produced, it was not complete. The matter will also need to be taken up with Cllr Peter Griffiths.

**12. (2015/123) – Village Hall Management Committee (VHMC).** A working party was being established by the Chairman of the VHMC, in order to try and increase the number of social events at the Hall. The numbers attending the Albourne Arms had decreased over the autumn, and it was now likely to go to a monthly opening only. It was also reported that the pub is making a small profit. Councillor DH raised the issue of having a questionnaire put round the Village in order to gauge from people what the important issues in the Parish were, and how they should be prioritised. The VH could

provide a route for the feedback. Estimates are being sought for the refurbishment of the kitchen, and the provision of further storage space.

**13. (2015/124) – Current issues.** On (i) the traffic issues, Councillor Peter Griffiths was not present to report any further progress, but it was noted that John Couling (who is trying to co-ordinate the project) has at least one person, who was present at this meeting and volunteered, to assist with a Speed-watch programme. On (ii) the road-sign issues, GS is still dealing with the matter, and is awaiting an estimate from Edburtons as to the costs of removing the offending signs, should the Parish Council wish to carry out the work itself.

**14. (2015/125) – Calendar of meetings for 2016.** It was **RESOLVED** to agree the calendar of proposed Parish Council meetings for 2016. It was noted that the tradition of holding the meetings on the first Tuesday of each month, is being maintained.

**15. (2015/126) - Councillors exchange of information/new matters.** MP said that she had received a thank you letter from the Church regarding the recent grant towards churchyard maintenance. She raised the issue of the bid to MSDC for the provision of two additional dog waste collection bins, and where these should be located. The Clerk will be pursuing this with the officer at MSDC. GS referred to the quiet tarmac road issue, and asked the Clerk to try and find out, via the MP for Crawley, Henry Smith, if he had any further updates regarding the visit he was arranging for the Transport Minister to assess for himself the road noise issues along the A23 including as far south as Albourne. This meeting should also involve Sir Nicholas Soames, MP, as the member for Mid Sussex. He also raised the issue of the sponsorship of the MSOPC tea party, and it was agreed that the PC should sponsor the next one in January at a cost of £25-35. He raised the issue of the state of the footpath in the Twitten. HJ will add this to the spread sheet, but it was noted that this footpath appears to be the responsibility of WSCC. It was reported that the building works at the Old Rectory are now turning the parking area near the Church, into a quagmire, and this needs to be taken up with the owners, so to ensure the area is properly reinstated. HJ referred to the outstanding works at Millennium Garden and it was agreed that John Couling should be contacted about the remainder of the tree work that needs to be done in the Garden.

The meeting closed at 9.00 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 5<sup>th</sup> JANUARY 2016 @ 7.00 p.m.***