

ALBOURNE PARISH COUNCIL [2013]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 7th January 2014, at 7.00 p.m.

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

In attendance: Iain McLean (Parish Council Clerk), Councillor Gordon Marples (MSDC) for the first part of the meeting, and 3 members of the public.

- 1. (2014/190) – Chairman formally opens meeting and receives any apologies for absence.** Apologies were received from Councillor Peter Griffiths (WSSC). Councillor John Gooch was absent.
- 2. (2014/191) – Adjournment for any questions or issues raised by members of the public.** No issues were raised.
- 3. (2014/192) – Declarations of interest.** There were none.
- 4. (2014/193) – Approval of Minutes.** The minutes of the Parish Council meeting held on 3rd December 2013 (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. (2014/194) – Millennium Garden.** John Couling from Bartletts (Tree Surgeons) was introduced to the meeting. He outlined his proposals for the Millennium Garden. This was not looking its best at present, and he wished to champion it as a local project in the Parish. He will in effect sponsor the Garden, and maintain it on at least two or three occasions a year. There would be no cost to the Parish Council. He would simply want to put a small plaque in the Garden referring to, and acknowledging the sponsorship. It was noted that the maintenance work would include hedges, but not grass cutting, which will continue to be done by Barcombe Landscaping Limited on the current contract. He agreed to put the details in writing to the Parish Council, but in the meantime, the offer was

gratefully received and accepted by the Parish Council. John also agreed to look at other trees in the Parish that might need attention as and when the need arises. Further information would be provided to him by Councillors.

6. **(2014/195) – To receive reports (if any) from WSCC Councillor Peter Griffiths and MSDC Councillor Sue Seward.** Councillor Gordon Marples attended the meeting on behalf of MSDC, in the continued absence of Councillor Sue Seward. He reported on the problems of the District Plan, and that it could now take up to 18 months to get the Plan approved and adopted. The criticisms of the Inspector were being addressed, and that the evidence base would need to be reviewed. He suggested with the revised District Plan that there may be a need to find more sites across the villages, but confirmed that MSDC were “totally and resolutely” opposed to Mayfields. In the meantime, planning pressures across the whole District would remain, including the Mayfield New Town proposal. He agreed that in the absence of Councillor Seward, he would be happy to attend future meetings on behalf of MSDC, and the Clerk was instructed to ensure that he was copied in on future Agendas and Minutes.
7. **(2014/196) – Precept and Budget 2014/15.** After discussion, it was agreed that the draft budget presented by the Clerk was acceptable. It was noted that the salary costs need to be checked, against increases approved in the current year. It was also agreed that the street light maintenance budget could be reduced as proposed, but that the Clerk be instructed to request Streetlights to complete the prioritisation work during this financial year. It was agreed that any shortfall in the budget for this work should be vired across from the under-spent Neighbourhood Planning budget for the current year.

It was therefore resolved to agree the precept at the same level as for the current year (i.e. in the sum of £14,054) and the Clerk be asked to write and confirm this to Mid Sussex District Council accordingly. It was further resolved to agree the budget for 2014/15 as tabled by the Clerk, subject to confirmation about the projected salary costs, and in view of the virement of monies for streetlights as referred to above.

8. **(2014/197) – Project Updates.** (i) On the clapperboards, it was noted that the project had been delayed at West Sussex County Council due to a change in the project management arrangements. The Clerk was waiting to be advised further of when the works would be re-scheduled, (ii) on the Notice boards, the position was as before (the board has been collected) and Cllr MG would chase the matter up, (iii) on the High Cross fingerpost, there had been no progress since the last report about the post being weathered, and so the Clerk would chase this up, (iv) on the footpath diversion and broken stiles issue, the Clerk would chase this up again and copy Cllr Peter Griffiths (WSCC) in. It was noted that Cllr GS had also pursued the issue of the broken stiles along the footpath from Church

Lane, with the new Access Ranger at WSCC, Joe Williams.

Action:	Clerk/Cllr MG/Cllr GS
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- 9. (2014/198) – Winter Maintenance Management Plan 2013/14.** The up to date situation was noted, and in particular the response from Mark Lee about the minor roads in the Parish now meant that the Plan could be finalised. There was still the volunteers’ issue, which was subject to the insurance issue and the SSALC advice, which was still awaited). It was agreed that there needed to be something on the website about the plan for public information.

It was otherwise agreed that the Council had gone as far as it could with the matter, and so ***it was resolved that the Winter Management Checklist with West Sussex County Council, and the Parish Council’s Plan should now be finalised, then signed on behalf of the Council, and completed for the year 2013/14.***

Action:	The Clerk
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10. (2014/199) – Planning matters).

10.1 One planning application was considered, and the plans discussed. It was **resolved to comment to MSDC as follows:-**

APPLICATION/PROPERTY	PROPOSAL	AGREED RESPONSE
AE/13/03012/FUL – High Cross Farm, Henfield Road	Erection of two storey office building. Amended plan received 20 th November showing proposed building relocated 5m to the east.	The minor change in the application did not improve the proposal, and that the comments of the Parish Council in respect of the original application still applied.

10.2. It was reported that the wind turbine application had not been determined yet, but that the South Downs National Park Authority had registered an objection. It was believed that MSDC was awaiting further information. Cllr MG reported that he needed to do more work on Neighbourhood Planning, and that it was hoped this could be brought back to the February meeting for Council approval. The intention would then be to have a public open day on a Saturday.

10.3 Cllr MG referred to information received, which led to the possibility that the conditions attached to the planning consent for the Mill at Truslers Hill Lane and the

separate “Barn” at the property, was being breached, in that the property appeared to be available for letting. It was agreed that this was a matter for the enforcement Team at MSDC, and that it should therefore be referred to them. It was agreed that Cllr MG would draft an appropriate communication to MSDC, for input by the Clerk and then for onward transmission to MSDC.

Action:	Cllr MG/Clerk
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11. (2014/200) – Finance report.

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

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

AMOUNT	PROCUREMENT	PAYEE
£402	Replacement of lighting column at Leyfield (column “P”)	UK Power Networks Ltd
£110-00	Village Hall hire costs	Albourne Village Hall
£321-55	Clerk’s salary plus on costs (November 2013)	WSCC

12. (2014/201) - Operation Watershed. The recent correspondence from Gulu Sibanda at WSCC was noted, and that he had promised to provide the further information and the Bill of Quantities regarding the project from Balfour Beatty by the end of the week. It was agreed that if this was not forthcoming by that date, the Clerk would endeavour to obtain the information directly.

Action:	Clerk
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13. (2014/202) - Village Hall. The next meeting is on 21st January 2014, but in brief it was reported that the floor has been cleaned. The loft insulation work is due on the 15th January 2015. A record of gas consumption in the Hall is now being kept in compliance with one of the conditions of the energy grant. Some changes have been suggested for the Big Lottery grant application for the storage works phase of the improvement project. The estimate for the work would need to be re-visited. The Monday puppy class has restarted but will now be held on Friday evenings. There will also be a puppy class on some Sunday mornings. More detailed updates and information would be given at the meeting on 21st January.

14. (2014/203) – Clerk’s report. It was noted with concern that there had been no response from MSDC regarding the planning enforcement issue at Breechlands

regarding the state of the property. It was agreed that the Clerk would chase this up again, and that the matter should be pursued with Councillor Marples if necessary. It was noted that this seemed to be part of a general and ongoing reluctance on the part of the enforcement team to respond to issues raised by Parish Councils.

15. (2014/204) – Speed Watch. It was agreed that the Clerk would take forward the invitation to the appropriate police officer to attend a future meeting and advise the Parish Council on what needs to be done to revise operation Community Speed-Watch. It was noted that John Couling had had some previous experience of the project in terms of volunteers, and he kindly agreed to assist. Speeding and inconsiderate overtaking were the main issues.

16. (2014/205) - Councillors exchange of information/new matters. Councillor NE referred to the email from Annie Hirst, copied to LAMBS, regarding the article in the Mid Sussex Times by the Mayfield group. It was agreed that if LAMBS (or any other body) wanted to respond to this, and include words relating to Parish Council support, APC would be happy to review it and work with the inter Parishes Group to get it approved. She also mentioned a broken road sign on the Albourne Road from Hurstpierpoint just before the junction with the A23. The Clerk will raise the matter with WSCC Highways. Otherwise, there were no other matters from Councillors on this occasion.

The meeting closed at 8.53 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 4th FEBRUARY 2014 @ 7.00 p.m.