

# ALBOURNE PARISH COUNCIL [2015]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 6<sup>th</sup> January 2015, at 7.00 p.m.

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

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

- 1. (2015/380) – Chairman opens meeting and receives any apologies for absence.** Apologies for absence were received from Councillor Nick Wergan, and provisionally from Councillor John Allen (MSDC).
- 2. (2015/381) – Declarations of interest.** There were none declared.
- 3. (2015/382) – Adjournment for any questions or issues raised by members of the public.** (i) A member of the public reported that the phone box in the Village had been vandalised and has been out of action for 13 months. The Clerk will report the matter to BT. (ii) a question was asked about the progress of the Horsham District Council Development Plan. NE responded, and said that all the information was available on the HDC website. There was concern that given the Inspector's comments on the HDC Plan, the sponsors of the Mayfield New Town proposal, might look to include a greater amount of development in the MSDC Plan area. (iii) The traffic dangers of the junction of Truslers Hill Lane with the main road, was raised. It was noted that because of some cutting back of overhanging vegetation, and hedges, driver visibility had improved, but the Clerk would take up the safety issue once again with WSCC Highways.
- 4. (2015/383) – Approval of Minutes.** The minutes of the Parish Council meeting held on 2<sup>nd</sup> December 2014 were approved and signed, as a true record, by the Chairman. Updates: None, not otherwise arising on the Agenda.

**5. (2015/384) – To receive reports (if any) from WSCC Councillor Peter Griffiths, and MSDC Councillor John Allen.** Cllr PG commented on the second runway at Gatwick issue, and outlined the steps that WSCC was taking in order to review its position. He would send Cllr NE details of the forthcoming meetings. The road signs issue is still ongoing, and a question was raised about the placing of the “brown” facility signs, in view of the proposal for the one to “The Sussex Prairie”. PG will make some enquiries. The Clerk also said that he had not yet chased up the Fire Brigade about the hydrant sign on the High Cross finger post, but would now do so. It was noted that the issue of the successful WSCC grant to the Albourne Equestrian Centre, which was to be welcomed, was separate to the ongoing planning enforcement issues. On the A23 noise transmission issue, he will try and get local MPs and the Minister on side. Cllr GS mentioned about the recent radio Sussex programme which he had contributed to, and so the issue is very much in the public eye.

**6. (2015/385) – Naming of housing development.** After due discussion and consideration, it was resolved on a show of hands (4 in favour and 2 against) to accept the developer's proposal of “Magnolia Court”.

**7. (2015/386) – Winter maintenance and management plans.** It was confirmed that the new storage salt/grit bin (green) had arrived. It was agreed to locate this in front of the Village Hall, but not under the tree. The remaining salt in the hippo bags needs to be moved into the bin, and Cllr GS said that he would deal with this, along with appropriate volunteers.

**8. (2015/387) – 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:-

APPLICATION/PROPERTY	PROPOSAL	AGREED RESPONSE
AE/04387/COU – The Mill Truslers Hill Lane	Change of use of the Mill annexe from a garage/storage building to a dwelling, and change of use of the main house “The Mill” from a dwelling to a holiday let.	Albourne Parish Council raises no objections in respect of this application, subject to appropriate planning conditions, and the withdrawal of permitted development rights as necessary, which provide (i) that the use of the main house “The Mill” as a holiday let, shall at all times, be ancillary to the use of the

	Annexe building as the main dwelling, (ii) that there shall not be permitted two separate dwellings on the property, and (iii) that any future change of use shall be the subject of a fresh application, which shall preserve the principle that any building on the site to be used as a holiday let, shall always be ancillary to the building being used as the main dwelling house.
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Cllr MG recounted the history behind the application, and as regards its current planning status. The applicant spoke in favour of the application, and explained her personal circumstances. Some differing views were expressed, but the above resolution was eventually carried on a show of hands by five votes in favour to none against, with one abstention.

8.2 On the Neighbourhood Plan, a meeting had been held (Cllrs MG, MP, NE) to go through the Regulation 14 responses. There had been no major challenges to the Plan, and any pertinent comments would be dealt with and/or reflected in the submission Plan. The task group Cllrs recommended that the appointment of a planning consultant in order to check the Plan for compliance (and to move towards the next steps), at a cost of £50 per hour, be confirmed. **It was therefore resolved to make such an appointment, having regard to the budget set aside for such outside help.** It was noted that there is one site that may come forward for planning (3/4 houses), even though it is not in the NP.

8.3 On planning enforcement matters, Cllr MG firstly confirmed a number of approvals recently circulated, e.g. at the Rectory and at the Limes, and referred to the recent Lawful Development application at Breechlands, which was substantially similar to the previous one. It was noted and agreed therefore, that the previous response should stand. The issue of ensuring that there is no encroachment of the front boundary of the property was also raised. Cllr MG also added a further issue of car parking and caravans in a local field, and so MG will prepare a form of words so as the matter can be taken up with Steven King at MSDC. **It was also agreed that the Clerk would send round for each Council meeting, the list of all on-going planning enforcement matters, with updates/action required, as appropriate.**

8.4 On the Gatwick Airport second runway issue, it was confirmed APC would like to be represented at any meeting, and that this might best be achieved by inviting the Gatwick Airport Group to the next inter Parishes meeting.

8.5 On the response to the consultation on the revised draft District Plan and the CPRE letter, it was thought that (i) the lack of the housing policy and numbers was unfortunate (ii) the CPRE policy for a rural spatial policy was probably not necessary as the concerns were addressed in other Plan policies, but that nothing would be lost in not supporting their proposal (iii) APC needed to be able to preserve a seat at the table for when the Plan is examined in public. (iv) certain policies such as the one on infrastructure and light pollution need strengthening.

It was therefore agreed that MG/NE would come up with some appropriate wording for the response to MSDC by 16<sup>th</sup> January 2015.

Action:	Cllrs MG/NE/Clerk
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#### **9. (2015/388) – Finance report and matters.**

9.1 The financial summary and the Bank reconciliation for the month, were received, noted, and approved. It was noted that once again the Bank Statements had not arrived in the post, in time for the meeting, and so Cllr HJ suggested that the Clerk should investigate the possibility of internet banking.

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

AMOUNT	PROCUREMENT	PAYEE
£358-05	Clerk's salary & on costs (December)	WSCC

Note: It was reported by the Clerk and noted by Council, that in-between meetings, two payments had been made, as authorised at previous meetings and in subsequent correspondence. These were £157-20 in respect of the purchase of the new salt/grit storage bin, and £90-00 in order to renew the subscription to Action-in-Rural-Sussex's village halls service.

9.3 After due discussion, and questions, which the Clerk answered, it was resolved to agree the proposed budget for the financial year 2015/16 as previously presented to Members. It was noted that the budget showed a £700 increase on the current budget, and although the total would be more than the precept (if agreed at the current figure) budget savings, and cash in the Bank would meet the shortfall.

9.4 After due discussion, it was resolved to authorise the Clerk and RFO to request the same precept from MSDC as for the current year, in the sum of

**£14,054.** It was noted that the tax base for Albourne had very marginally increased, so that the cost to each individual tax payer in respect of the precept in the Council tax bill, would very marginally reduce.

**10. (2015/389) – WSCC/Albourne PC Streetlights.** It was agreed that in view of Ken Bonner's response at Streetlights, the matter be put on hold for the moment, pending the further reply from Ken on the issue of the LED lamp-head replacement.

Action:	Clerk
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**11. (2015/390) – Operation Watershed.** Cllrs GS and BC updated the meeting. The next phase of the OW work is still due to start in the third week of January. The contractor was proceeding with the statutory services survey, and it was noted that the £500 fee for this, is already in the agreed price. GS is pursuing a number of other flooding/drainage issues, such as the possibility of a blocked culvert at the B2116, and will report back in further detail as the situation develops.

Action:	Cllrs GS/BC
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**12. (2015/391) – Village Hall Management Committee.** Cllr MG reported that the electrical tripping issue had been resolved. It was noted that there would be a VH Management Committee meeting on 27<sup>th</sup> January 2015.

**13. (2015/392) – Current issues.** The issue of the car parking problems, which a resident had sent in by email, around the School was discussed. Members were broadly in support of the response, which Cllr NW had made, particularly as to his view that the school bus should not off load and pick up pupils other than as per the present arrangements. Cllrs MP and MG would meet separately to look at the issue, and proposed solutions. It was also noted that the Neighbourhood Plan aimed to secure the provision of off-street car parking.

**14. (2015/393) – Clerk's report.** It was noted that there was some confusion about who would take forward the Parish Council/Village Hall VAT issue (see previous minutes) with John Rose. It was agreed that Cllr MG would pursue this.

**15. (2015/394) - Councillors exchange of information/new matters.** Cllr GS raised the issue of the loud bang from what seemed like a bird scaring device. This was quite intrusive and Cllr MG agreed to investigate. Cllr NE raised the Avtrade lighting issue, and said that the promises it had made to reduce the timing and level of the lights do not appear to be being kept. It was noted that overall some improvements had been made, but the Clerk would take this up with the Company. She also mentioned a recent fly tipping issue, but that MSDC had acted very quickly to clear it up. Cllr HJ

mentioned that one of the allotments might be up for re-let as the current plot holder was moving away from Albourne and had indicated that he did not want to keep this on. Various ways of advertising the vacancy were discussed, including the Albourne social users' intranet, the Parish website and the noticeboard. The Clerk would pursue this. Finally, it was noted that whilst the owner of the damaged style (see last minutes) seemed to have responded to the Clerk's letter about the need to repair it, it would be worth writing to him again in order to see if the style could be replaced with a more modern structure, e.g. a kissing gate.

The meeting closed at 8.52 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 3<sup>rd</sup> FEBRUARY 2015 @ 7.00 p.m.***