

# ALBOURNE PARISH COUNCIL [2013]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 2<sup>nd</sup> July 2013, at 7.30 p.m.

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

*In attendance:* Iain McLean (Parish Council Clerk), Gulu Sibanda and Darren Rolfe (officers at WSCC), and 3 members of the public.

- 1. (2013/111) – Chairman formally opens meeting and receives any apologies for absence.** Apologies were received from Councillors Graham Stafford and John Gooch. Councillor Peter Griffiths from WSCC had also sent his apologies.
- 2. (2013/112) – Adjournment for any questions or issues raised by members of the public.** There was none, although it was mentioned that as regards the new Town proposal, the sponsor/developer had removed the maps from the website.
- 3. (2013/113) – Declarations of interest.** None were received.
- 4. (2013/114) – Approval of Minutes.** The minutes of the Parish Council meeting held on 4<sup>th</sup> June were approved and signed as a true record by the Chairman.
- 5. (2013/115 – Clapperboards and other WSCC matters.** Gulu Sibanda and Darren Rolfe (WSCC) introduced themselves, and gave a brief presentation on the background to the matters. On the clapperboards, the main points were (i) land is mostly highways land, (ii) structure is unsafe, and will be removed, (iii) this is the last chance to have it replaced, (iv) the specification must be adhered to, (v) WSCC will undertake future maintenance, (vi) WSCC will help with recruiting volunteers by use of flyers, etc. (vii) there will be no cost to APC, (viii) it will need about 5 volunteers over 2 or 3 days, (viii) the work likely to be done in late September/early October.

***APC resolved to agree the specification and proceed with the work.***

Action: Volunteers	Cllr MG
Action: Flyers and posters	WSCC
Action: Apply for Operation Watershed monies	WSCC and Clerk

The revised arrangements for winter management were outlined. The main point was that there will be one delivery of salt/grit at the beginning of the winter period, and Parish Councils would be expected to re-fill the bins as necessary. Concern was expressed at the practicalities of this, but GS said that the difficulties should be put forward in the Plan, so that his managers at WSCC might be able to re-consider the matter.

Action: Draw up Winter Maintenance Management Plan	The Clerk
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**6. (2013/116) – To receive reports (if any) from WSCC Councillor Peter Griffiths and MSDC Councillor Sue Seward.** No reports.

**7. (2013/117) – Planning matters).**

**7.1** MG reported on several planning matters. It was noted that the earth bund application is recommended for approval with conditions. The Foxglove Cottage Lawful Development Certificate issues were noted. Other enforcement issues, such as the burning of materials on site, were being addressed. MG will be going to some Neighbourhood Planning training on 4<sup>th</sup> July.

**7.2** MG and NE still need to work on the Albourne Infrastructure Schedule. To be deferred to a future meeting. It was agreed to try and find out how much s.106 monies from previous or currently approved developments in the Parish might be available for infrastructure projects. It was noted that this was being largely replaced by the Community Infrastructure Levy, and that MSDC are going out to consultation on the draft charging schedule.

Action: Review and update Schedule	Cllrs MG and NE. The Clerk.
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**7.3** The Clerk updated the meeting on the responses from invitees to the inter Parishes meeting on the New Market Town proposal being held in Albourne on 15<sup>th</sup> July. There had been a good response. Cllr MP also updated the Council on the communications that she had had with a local pressure group (LAMBS). It was agreed that the two groups need to liaise. It was further agreed that Cllr NE would be

the Council's point of contact/representative for LAMBS as appropriate, but that this did not extend to the inter Parishes Group. Cllr NE noted the need to be involved and support other Local/District Plans being prepared, e.g. Horsham. It was agreed that Cllr NE should chair the meeting on the 15<sup>th</sup> July, and that the Clerk would agree the Agenda with Cllr NE and send out to the Parish Councils who have accepted the invitation.

Action:	Cllr NE and the Clerk
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### 8. (2013/118) – Finance report.

8.1 The financial summary was received and noted. The Clerk reported that this had been prepared from the Cash Book on this occasion, as the Bank Statements had not been received in time.

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

AMOUNT	PROCUREMENT	PAYEE
£150	Website hosting & support	Vision ICT Limited
£16	Local Council review magazine	SSALC
£60	Chairs networking day	SSALC
£350	Legal costs – VH License for Alterations	MSDC
£42-12	Payroll administration	WSCC
£321-55	Clerk's salary plus on costs (July 2013)	WSCC

8.3 The issue of the donation to the Hurst and Hassocks community bus service was discussed. It was noted that the Council could only afford a small contribution to the fund.

***APC resolved to make a contribution of £50, subject to the Clerk finding out further information about the proposal, and the associated costs.***

Action:	The Clerk
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9. (2013/119) – Speeding and traffic management issues. Cllr MG reported on the issue of speeding on the B2118. The traffic might need to be monitored and volunteers would be needed. It was noted that PC Jim Stobart would be attending a future meeting of the Council to make a presentation on, and to update the Operation Crackdown initiative, etc.

Action:	The Clerk
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**10. (2013/120) – Anti Social behaviour in Albourne.** As Cllr GS was not present, this item would be deferred to a future meeting.

**11. (2013/121) – High Cross finger-post.** This was in hand, and MG will get in touch directly with the approved contractor regarding re-use of the cap.

Action:	Cllr MG
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**12. (2013/122) – Village Hall.** It was reported that the CIF funding application for the VH works had been unsuccessful, as it was felt that there were other more appropriate sources of funding. Cllr Peter Griffiths would now use the information to make a formal BSF application, and that if that failed, the Lottery Grant proposal would be pursued. In the meantime, the works would proceed anyway as planned for the summer holidays. The quotes received from the loft insulation company were discussed, and the Clerk would go back to MSDC accordingly to see if funding for this could be made available, as per Cllr Sue Seward’s intervention. The Village Pub had been a success but had not raised that much. The VH accounts had been done and posted. It was noted that a new cleaner for the Hall needed to be appointed as soon as possible.

Action:	Cllr EM and the Clerk
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**13. (2013/123) - Village Hall Improvement works – License for Alterations.** The Clerk outlined the matter and presented the finalised document received from MSDC.

***APC resolved to sign the License for Alterations and to authorise Councillors Elaine Makey and Graham Stafford to sign the document on behalf of the Council.***

**14. (2013/124) - Clerk’s report.** The issue of the dog fouling along the main road by Arden Grange, which the Clerk had emailed Councillors about, was discussed. It was felt that appropriate signage, as had happened at Church Lane, might be the best solution. It was agreed that Cllr MP would take this forward with the correspondent.

Action:	Cllr MP
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**15. (2013/125) - Councillors exchange of information/new matters.** MP reported that a footpaths meeting with Tom Weedon from WSCC had been arranged for 8<sup>th</sup> July. Training for new Councillors was highlighted and discussed. This would probably

be for the late Autumn. The tree warden, Heather Jordan, would be going on a course, and MG will speak with her about this. The Noticeboard issue still needs to be resolved, and the refurbished board erected. Winter management was an issue, and MP was going to approach the Gospel Hall with a view to asking them, as before, if they would be happy to clear the VH car park of snow, should the need arise, using their small plough. It was agreed that the best place for the storage of the salt hippo bags would be behind the VH. EM raised the overgrown hedge issue again along Truslers Hill Lane, and the traffic visibility problems. MG and MP would pursue this with WSCC, as it needed to deal with any recalcitrant property owners. MG mentioned 2 dates to note. One was 7<sup>th</sup> September 2013 for the Village Show, and the other was the trivia quiz for 23<sup>rd</sup> November. It was agreed that as there was no meeting in August, if there were any planning issues, an extraordinary planning meeting would be pencilled in for 6<sup>th</sup> August, or they could go to the VH meeting taking place on 27<sup>th</sup> August.

The meeting closed at 9.05 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 3<sup>rd</sup> SEPTEMBER 2013 @ 7.00 p.m.***