

ALBOURNE PARISH COUNCIL [2015]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 7th July 2015, at 7.00 p.m.

Present: Cllr Meg Price (MP) - Chairman
Cllr Graham Stafford (GS) – Vice Chairman
Cllr Nikki Ernest (NE)
Cllr Barry Compton (BC)
Cllr Heather Jordan (HJ)
Cllr Di Howard (DH)

In attendance: Iain McLean (Parish Council Clerk), and 4 members of the public (for parts of the meeting).

- 1. (2015/044) – Chairman formally opens the meeting, welcomes those present, and receives apologies for absence.** Apologies were received from Councillor Nick Wergan.
- 2. (2015/045) – Declarations of interest.** NE declared a personal interest in the planning item (below) for the Albourne Equestrian Centre, as she owned the land opposite the Centre. MP declared a minor, personal interest in the planning item (below) for the Wickwoods Country Club and Spa, as she was a member of the tennis club.
- 3. (2015/046) – Adjournment for any questions or issues raised by members of the public** - No issues were raised, although members of the public wished to speak to planning items later on the Agenda.
- 4. (2015/047) – Approval of Minutes.** The minutes of the Parish Council meeting held on 2nd June 2015 were duly approved and signed, as a true record, by the Chairman.
- 5. (2015/048) – To receive reports (if any) from WSCC Councillor Peter Griffiths, and MSDC Councillor John Allen.** There were no reports, as neither Councillor was present on this occasion.
- 6. (2015/049) – Hunters Mead.** DH referred to the correspondence about the damage caused to the grass verge by the application of what appears to be weed

killer. There is some evidence as to the person who applied it. However, it appears that the land is not owned by either WSCC or MSDC. It may be that it is owned and managed by Affinity Sutton Housing Association. The Clerk was therefore asked to write to AS, and see if they are able to take the appropriate action.

7. **(2015/50) – Traffic issue in Albourne.** MP and GS are meeting with Richard Speller from WSCC Highways on 9th July in order to take this forward. Councillor Peter Griffiths is also still pursuing the matter.

8. **(2015/51) - Roadside signage in Albourne.** The Parish Council is seeking to rationalise the signage in accordance with its long stated position. Councillor Peter Griffiths is taking this forward with Richard Speller, and a response is awaited. BC said that there is still the speeding issue, even with regard to some agricultural vehicles, and there had been a road spillage recently from a tractor transporting mushrooms.

9. **(2015/52) – New bench for Parish.** Peter Holding is still taking this forward, and the recent email correspondence referred. The meeting was reminded that the bench is to be placed by the bus stop near to the Gospel Hall. The application to WSCC for a License to place the bench on highway land has been made by Peter, and the outcome is awaited. The Parish Council should be consulted on the final design, type of bench, etc., and the Clerk was asked to write accordingly.

10. (2015/53) – Planning matters.

10.1 Three planning applications were considered, and the plans and relevant policies discussed. It was therefore **RESOLVED to comment to MSDC as follows:-**

PROPERTY	PROPOSAL	AGREED RESPONSE
SDNP/15/02169/FUL – Wickwoods Country Club and Spa, Shaves Wood Lane	Erection of tennis lodge	Albourne Parish Council has no objections to this application, subject to the attachment of appropriate conditions, which (i) prevent the use of any exterior lighting at the Lodge, and (ii) ensure that the retail shop is open to Wickwoods' members only.
AE/DM/15/2212 – Albourne Equestrian Centre (AEC), Henfield Road	Retrospective application for the change of use of equestrian land to a mixed use site comprising of equine, trailer and caravan training	This application was submitted following an enforcement investigation related to the storage of a significant number of caravans on this site. Albourne Parish Council has some concerns relating to this application specifically: There

		<p>are significant errors in the applicant's planning, design and access statement documentation. The sections referring to planning assessment and principal of development (pages 8 and 9) appear to refer to an unrelated application in Rother District? The first sentence on page 10 is not complete stating 'Given the range of activities this can be up to.....', so there is some potentially significant information missing. Albourne Parish Council has some safety concerns for a site being used by children for the equine riding school also being used for the training of towing trailers and caravans. The storage of caravans has an environmental impact in that they are clearly visible from a public footpath. We are also concerned that the number of caravans specified in this application to be stored on site for the caravan training is somewhat less than the total number of caravans currently on site. Whilst the number of caravans might arise both from the separate use of the premises as an equestrian centre, and from this proposed use, it is the total number that is the issue. If therefore, Mid Sussex District Council is minded to approve this application, we would require a number of conditions to be specified: (1) that the number of caravans to be stored on the site, as coloured red on the plan, should not exceed 4 in total; (2) that the permission should be limited to this use, and to this applicant only; (3) that if this use is granted, it must replace the historic permission for the indoor school (not constructed), such that a reapplication for the indoor school should be made, were that proposal ever to proceed in the future.</p>
<p>AE/DM/15/2597 – 2 Greenmead, Henfield Road</p>	<p>Vehicle cross over from land to rear of 2 Greenmead Cottages onto B2118</p>	<p>This application is very similar to the previous application for this site and therefore Albourne Parish Council continues to</p>

		<p>strongly object to it. The application fails MSDC Local Plan countryside protection policies C1 and C3, and has the obvious consequence of negatively impacting the amenity and privacy of the adjoining properties - seven at Holders, and the four at the newly built Magnolia Court. The applicant's agent refers to the land to which the gate will provide access, as 'rear garden'. However Albourne Parish Council understands that it is classified as agricultural land and is not aware of any permission(s) for change of use. The applicant's agent states that the area of hedge to be removed is of "poor quality". The Parish Council would refute this claim; the hedge is a farmland type mixed species hedge, dating in our view from the 1930's, when this stretch of the old A23 was widened. The applicant's agent states that "there are no pedestrian footpaths within the verge or between the proposed access and the B2118". However the access route (from the road to garden) must of necessity pass across the public footpath, which runs north/south (from the Henfield Road on to Sayers Common). Since the Parish Council is given neither the proposed usage surface material, nor even the precise location of this new route, it is impossible to assess the future impact on the public footpath, or indeed the precise impact on adjacent residents.</p>
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Note: On the AEC application, the applicant gave a presentation as to the reasons behind the application, and how he would operate the training. It was noted however, that the storage of the caravans and trailer, will be in addition to the existing (in connection with the equestrian centre use) and it was the overall number that was the concern for the Parish Council. In addition, there was the issue of the extant consented application for the indoor riding school over the same area of land.

Note: On the 2, Greenmead application, a neighbour raised a query about the access, and the possibility of future development plans. She also had concerns

about increased vehicle movements. The Parish Council noted that there were some flaws in the application, e.g. the land is described as garden, when it is actually agricultural. The crossing of the nearby footpath, running north/south is also a concern.

10.2 On the Neighbourhood Plan, NE has met with Mick Gratton. A number of final amendments to the Plan have been made, and there was still the proposals map issue to go through with MSDC. The Consultation Statement and Basic Conditions Statement are being reviewed. There needs to be a further meeting of the Working Party, and NE will set this up.

10.3 On other planning matters, it was noted that the Firsland Industrial Park application had now been deferred by WSCC to a planning meeting on 1st September 2015. It was agreed that with NE's help, the Clerk would send a further representation to the planning officer, with the photograph of the heavy lorries trying to pass each other on a narrow stretch of road. The response from the applicant over the operator's License application at the Park was discussed. It was considered that whilst this was an understandable response, in that this would be a small increase, it was the slow, incremental increase in heavy traffic movements overall that was the problem. On the planning enforcement issue, the updated list had been circulated, and BC thought that as regards MSDC's response concerning the land at Potters field, cars were still being sold from the premises. However, evidence of this needs to be provided in order to refute MSDC's response. The response from MSDC, about the container on the land at High Cross seemed odd, in that the container seemed to be a pretty permanent feature. However, the situation will be monitored, and revisited at the next meeting.

10.4 On the pre-submission District Plan (latest consultation), there were some issues that needed to be addressed, such as the settlement hierarchy, and the meaning of "local plan review". The Parish Council needs to have a place at the examination hearings, as it did for the Horsham District Plan (HDC). There is an inter Parishes meeting on 14th July, where it is being suggested that a joint response is made by the deadline date of 24th July. After the meeting, NE said that she would circulate the proposed response for approval and/or comment by Councillors. NE also reported on her attendance at the HDC recommended modifications hearings held by the Inspector, and the fact that although the housing number has increased, there are still some 20 + developers objecting to the Plan.

11. (2015/054) – Finance report and matters.

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
£358-05	Clerk's salary/on costs	WSSCC
£55-55	Reimbursement for refreshments for Annual Parish meeting in May 2015	Meg Price
£130-50	Internal audit fee 2014/15	Mulberry & Co
£150-00	Website hosting and support 2015/16 (annual payment)	Vision ICT Limited
£32-10	Reimbursement for purchase of pipe for drainage across land under Operation Watershed	Graham Stafford
£108-00	Grass cutting 1, 2, 3 of 12	Barcombe Landscapes Limited

11.3 On the internal audit report from Mulberry & Co., for the financial year 2014/15, the report was duly received and noted by the Council. As the report gave the Council a financial clean bill of health, there were no actions that needed to be taken.

12. (2015/055) – Operation Watershed. MP reported on the footpath reinstatement issue. She has met with the owner and GS in order to review the surfacing. It was explained that the surface should weather down, and return to a more normal appearance. GS reported that the latest invoice had been received from Edburtons, but he was in the process of reviewing it, as there were some issues that needed to be resolved. There had also been a meeting between GS/BC and Richard Speller at WSSCC. A report was awaited on each gully, and the Clerk had written to WSSCC about providing a future maintenance schedule. John Standing raised an issue about flood water not reaching the drains near to where he lived, and this would need to be investigated.

13. (2015/056) – Village Hall Management Committee. MP reported on the recent meeting of the Committee held on 23rd June 2015. Elaine Makey has now stood down from both the Chair, and the Committee. The new Chairman was Ann Higginson, and there are a number of other newly co-opted members. It was reported that the issue of who would be providing the BBQ at the Village Show in September had been resolved, and that the Committee would be carrying this out. A problem with an event on 21st June was reported in that a motorhome had been blocking access to the car park. This had led to a lot of parking on nearby grass verges. It would be necessary to ask the Bookings Clerk what the car parking arrangements were on any booking of the Hall. DH raised the issue of the grass cutting by WSSCC, and said that this had not been done well. It was also noted that cutting back work was needed to a number of footpaths that had become quite overgrown. What was needed was a schedule of the planned work over the spring and summer months, and the Clerk would try and obtain this. Finally, the Council considered the request from the Committee that the Parish Council, if necessary agree to commission and pay for, the planned refurbishment work to the Hall over the summer holidays, i.e. the painting and decorating, and the

replacement of the curtains and new trackers. It was noted that the Committee would be prepared to make a donation for the cost of the work. **Having considered the matter, it was resolved to agree the request, although if received in time, the agreement might need to be reviewed in the light of the VAT advice currently awaited from HMRC.**

14. (2015/057) – Current issues. On the “copse land” in the Street, where the tree work has recently been done by the owner of a private property, HJ has met with the Tree Officer at MSDC, Irene Fletcher. She is minded to put TPOs on the 3 Oak trees. HJ has completed the application forms and submitted them. The Ash tree doesn’t need to come down at the moment, but is not considered an appropriate candidate for a TPO at present. However, further liaison with WSCC is taking place. On the Millennium Garden works, HJ has obtained two estimates. She is waiting for the third one. It was agreed that in view of the urgency, the matter could not wait on the next meeting in September, and so once all three estimates had been received, HJ would forward to all Councillors for approval, and selection of the preferred contractor, so that the work could proceed.

15. (2015/058) – Clerk’s report. The Clerk referred to the email, as circulated to Councillors, from the Chairman of Beckley Parish Council (BPC), concerning the resourcing issue of implementing the new Transparency Code for Smaller Authorities. It was agreed that whilst Albourne PC was already carrying out a number of the requirements, it did cause further work for clerks, and that therefore the intended response from BPC to the Minister, should be supported.

16. (2015/059) - Councillors exchange of information/new matters. No matters were raised on this occasion.

The meeting closed at 8.56 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 1st SEPTEMBER 2015 @ 7.00 p.m.