

ALBOURNE PARISH COUNCIL [2013]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 4th June 2013, at 7.30 p.m.

Present: Cllr Graham Stafford (GS) (Vice –Chairman)
Cllr Mick Gratton (MG)
Cllr Elaine Makey (EM)
Cllr John Gooch (JG)
Cllr Nikki Ernest (NE)

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

In the absence of the Chairman, the Vice-Chairman took the Chair for this meeting.

- 1. (2013/099) – Chairman formally opens meeting and receives any apologies for absence.** Apologies were received from Councillor Meg Price. JG had previously explained that he believed he had notified his absence from the last meeting to the Chairman, and it was therefore agreed that he would not be recorded as absent.
- 2. (2013/100) – Adjournment for any questions or issues raised by members of the public.** There was none.
- 3. (2013/101) – Declarations of interest.** None were received.
- 4. (2013/102) – Casual vacancy.** The Clerk reported that the notice of election had expired on 16th May, and that no election had been called. The Council was therefore free to proceed to appoint a new member under the co-option procedures. The Chairman called for nominations. EM nominated Mr Barry Compton. This was formally proposed by MG and seconded by NE. There being no other nominations, Barry Compton (BC) was unanimously elected to the office of a Councillor of Albourne Parish Council as a co-opted Member, and agreed to serve accordingly. His Acceptance of Office form would be brought to the next meeting for official signing.
- 5. (2013/103) – Approval of Minutes.** The minutes of the Annual Parish Council meeting held on 14th May were approved and signed as a true record by the Chairman, subject to three minor corrections, which were duly made in handwriting and initialled by the Chairman.

6. (2013/104) – To receive reports (if any) from WSCC Councillor Peter Griffiths and MSDC Councillor Sue Seward. No reports.

7. (2013/105 – Planning matters).

7.1 MG reported that the holiday let application at North Pottersfield Cottage had been granted by MSDC on 3rd June. Conditions had been attached, which would need to be monitored, and the Clerk will circulate a copy of the consent.

7.2 The Clerk reported that acceptances to the Mayfield Market Town meeting on 15th July 2013, had been received from Twineham, Hurstpierpoint and Sayers Common (HSC), Woodmancote, and Henfield. It was agreed that the Clerk would write to Shermanbury again, who had declined on the basis of a presentation they were having from the marketing Company on 29th July. He would also write to HSC in order to clarify that space was not limited, and that other Councillors were welcome to attend.

The recent publicity on the proposal, though a local radio and TV programme, was noted and discussed. It was agreed that the District Plan flyer should not be resent, but that it could be posted on the website. EM agreed to do this.

Action:	Cllr EM/The Clerk
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8. (2013/106) – Finance report.

8.1 The financial summary was received and noted. The Clerk reported that the latest Bank statement indicated that the precept had still not been paid in, and that he would take this up further with MSDC finance officers.

Action:	The Clerk
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8.2 Invoices were presented for payment, and it was **resolved** to agree and to make the following payments, Cllrs GS and JG acting as signatories:-

AMOUNT	PROCUREMENT	PAYEE
£72	Grass cutting/maintenance	Barcombe Landscapes Ltd
£18	Printing costs/ink	Meg Price
£150	Reimbursement of Hall hire fees from WSCC for County elections on 2 nd May 2013	APC Village Hall Committee
£690	Street light maintenance on columns J, K, L, M and Q as per quote and agreed priority	Direct Technical Services
£350-99	Clerks ½ yearly office	Iain McLean

	allowance to end February 2013, plus stationery expenses, etc.	
£321-55	Clerk's salary plus on costs (May 2013)	WSCC

8.3 The amended Annual return for 2012/13 was noted and approved. The Chairman of the meeting was authorised to sign the document on behalf of the Council, and to initial the amendments. The Clerk would send the form off, plus supporting documents by the deadline of 10th June 2013, to the external auditors, Littlejohn PLC.

Action:	The Clerk
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9. (2013/107) – High Cross Finger Post.

The Clerk informed the Council that it was now unlikely that WSCC would contribute 50% of the cost. It was noted that the cost quoted by Heritage Signs was fully inclusive. It was noted that MG had the old post cap, and that this could be re-used by the contractor.

It was therefore **resolved** to authorise the Clerk to proceed with commissioning the work unconditionally.

Action:	The Clerk
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10. (2013/108) – Village Hall. The building works are in hand for the summer holidays. The CIF application goes to the CLC meeting on 11th June 2013. The table top sale raised £235. The Village pub is on 30th June. Volunteers for this are requested. EM has applied for the License. The Village Show needs to source a new B-B-Q. All Councillors will see what they can do on this. A poster will be displayed advertising the event. The next VH Trust meeting will be held at 7.00 p.m. on 17th June 2013 at MG's house.

11. (2013/109) – Clerk's report. The Clerk confirmed that the previous payment authorised at the last meeting to Barcombe Landscapes Limited had already been paid. The invoice had therefore been withdrawn, and the cheque destroyed. He updated the meeting on the clapperboards situation. GS would progress the onsite meeting with Darren Rolfe from WSCC. The issue would come back to the next meeting. It would be arranged for the surrounding grass to be trimmed before the onsite meeting.

12. (2013/110) – Councillors exchange of information/new matters.

NE- raised a query regarding meeting attendances. EM – asked about progress with the VH License for Alterations. The Clerk confirmed that this was in hand. EM also confirmed that she had been able to locate a number of old VH Trust meeting minutes, via Cliff Emery. JG – none. BC – none. MG – none, but mentioned a planning matter inside the Parish, which is being monitored. GS – is progressing the winter management plan meeting with the WSCC officer.

The meeting closed at 8.45 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 2nd JULY 2013 @ 7.00 p.m.