

ALBOURNE PARISH COUNCIL [2013]

Minutes of the meeting of Albourne Parish Council

(being the Annual Parish Council meeting) held on:

Tuesday, 14th May 2013, at 7.00 p.m.

Present: Cllr Meg Price (MP) (Outgoing Chairman)
Cllr Graham Stafford (GS) (Outgoing Vice –Chairman)
Cllr Mick Gratton (MG)
Cllr Elaine Makey (EM)
Cllr Nikki Ernest (NE)

In attendance: Iain McLean (Parish Council Clerk), Cllr Peter Griffiths (WSCC) for part of the meeting, 7 members of the public.

- 1. (2013/082) – Election of new Chairman for ensuing municipal year.** The Clerk called for nominations. Cllr Meg Price was proposed (NE), seconded (GS), and unanimously elected to serve as Chairman of Albourne Parish Council. MP duly signed the declaration of acceptance of office at the end of the meeting.
- 2. (2013/083) – Chairman formally opens meeting and receives any apologies for absence.** No apologies were received. It was noted that Councillor Gooch was absent.
- 3. (2013/084) – Appointment of Vice Chairman for ensuing municipal year.** Cllr Graham Stafford was proposed (MP), seconded (NE), and unanimously elected to serve as Vice-Chairman of Albourne Parish Council.
- 4. (2013/085) – Adjournment for any questions or issues raised by members of the public.**
- 5. (2013/086) – Declarations of interest.** None were received.
- 6. (2013/087) – Casual vacancy.** The Clerk reported that the notice of election expired on 16th May, after which the Council was free to proceed to appoint a new member under the co-option procedures. The matter would come to the next meeting of the Council on 4th June 2013.
- 7. (2013/088) – Approval of Minutes.** The minutes of the Ordinary meeting held on 10th April 2013, and the minutes of the Extraordinary meeting of 23rd April 2013

were approved and signed as a true record by the Chairman, subject to one correction to the minutes of the latter, which was duly made in handwriting and initialled.

8. **(2013/089) – Annual Parish meeting held on 7th May 2013.** The issues that had been raised were the parking issue along the Hurstpierpoint road, the possibility of 20 mph speed restrictions in the Village, the forthcoming CLC meeting in June – members are encouraged to input through the “talk to us” session. The Clerk was asked to take up the speeding issue now with the Highways Dept.

Action:	The Clerk
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9. **(2013/090) – To receive reports (if any) from WSCC Councillor Peter Griffiths and MSDC Councillor Sue Seward.** Cllr Peter Griffiths reported that his Cabinet responsibility had changed (now Corporate Relations, from Education and Schools). There were 3 new members on the CLC and he is Chairman. WSCC officers are looking into the parking issue along the Hurstpierpoint road in terms of street trading licenses. He reported that there has been a reorganisation in WSCC Highways Dept. He is still looking into the High Cross Hedge issue. In an open session, he was asked to pass on at various Parish meetings the need for the published District Plan to be supported.

10. (2013/091 – Planning matters).

10.1 Cllr MG reported on the planning applications below, and members **resolved**:-

APPLICATION/PROPERTY	PROPOSAL	PROPOSED RESPONSE
AE/13/01053/FUL – Foxglove Cottage, Truslers Hill Lane	Two storey rear extension. Amended plans.	No objections to this application, subject to conditions, plus comments on effect of work on the neighbour
AE/13/01234/FUL – Grange View House, London Road	Proposed 2 storey rear extension, 2 storey side extension and extension over entrance	No objections to this application subject to conditions and restriction on use

It was further **resolved** in respect of the second application, that as this had not appeared on the Agenda, the Clerk would be authorised under delegated powers to submit the response in consultation with the Chairman, and Councillor Mick Gratton.

10.2 It was noted that the application at Magnolia House had been refused.

10.3 Cllr NE circulated a document setting out the Council's response to the published District Plan. This was agreed. NE was also circulating a flyer, which it was proposed should be delivered to households in the Village. The delivery would be split between Councillors. The Clerk would inform Hurstpierpoint and Sayers Common Parish Council as to what is being done, along with a copy of the flyer.

Action:	Cllr NE/The Clerk
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10.4 Albourne PC's representation on the working party for the New Town issue would be MP, NE and MG. MP would draft the letter of invitation to the surrounding Parish Councils, and the Clerk would send out. MP would also invite Justin Webb, a legal planning expert in Albourne.

Action:	Cllr MP/The Clerk
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10.5 The review of the infrastructure schedule for CIL purposes would be deferred to a further meeting.

10.6 Cllr MG has registered the Council for access to the grant monies available from the DCLG (up to £7,000).

10.7 Comments on the scoping report for the Sustainability Appraisal Scoping document need to go to Cllr MG, then there would be consultation with the 3 statutory bodies, and then MG will re-circulate.

Action:	Cllr MG/all Councillors
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11. (2013/092) – Finance report.

11.1 The financial summary was received and noted.

11.2 Invoices were presented for payment, and it was **resolved** to agree and to make the following payments, Cllrs GS and EM acting as signatories (subject in the case of the first one, the Clerk ascertaining further information before payment):-

AMOUNT	PROCUREMENT	PAYEE
£127-20	Grass cutting/maintenance	Barcombe Landscapes Ltd
£24-00	Printing costs/invitations to annual Parish meeting	Dijiset Typesetting
£112-32	Fee for internal audit 2012/13	Mulberry & Co

£177-38	Street light maintenance	Direct Technical Services
£321-55	Salary and on costs (April 2013)	WSCC
£990-69	Annual insurance renewal premium – (on review it was considered that this was good value for money and was competitive)	Aon UK Ltd

11.3 The internal audit report from Mark Mulberry was noted, and the recommendations agreed. The Clerk would implement these as soon as possible.

11.4 The Annual return presented to the meeting was not approved, pending input from Cllrs MP and EM, and would come back to a further meeting.

Action:	Cllrs MP/EM/The Clerk
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12. (2013/093) – High Cross Finger Post.

After discussion, it was **resolved** to accept the estimate from Heritage Signs, subject to confirmation that WSCC would still contribute half the amount, and that VAT was fully included in the quote.

Action:	The Clerk
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13. (2013/094) – Use of Recreation ground. The situation was noted, but it was agreed that this is a matter for MSDC Leisure Department, and that any concerns should be reported to Ben Toogood.

14. (2013/095) – Proposed naming of new housing development at Greenmead.

MG introduced the background, and the Clerk referred members to MSDC’s policy guidance. The meeting was adjourned to allow input from members of the public. It was considered that neither the name Pottersfield nor any reference to Greenmead, given the existence of Greenmead Cottages, would be suitable.

It was therefore **resolved** to put forward the name “Starleys” in honour of one of Albourne’s most famous sons. Cllr GS abstained.

Action:	Cllr MG/The Clerk
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15. (2013/096) – Village Hall. Cllr EM reported that the CIF application had been made to WSCC. The Clerk is checking out the Big Society funding issue with Cllr Peter Griffiths. The timetable for the works is in hand. Cliff Emery will deal with the

building regulations issue. A VH meeting would be aimed for 17th June 2013. The lottery funding issue would be held in abeyance for the time being and could be used to fund the storage area works. Concern was expressed at the effect on bookings if there was overrun, but there was some confidence that the work would be completed by the end of the summer school holidays as planned.

16. (2013/097) – Clerks Report. The Clerk had nothing to report on this occasion, not otherwise covered at this meeting.

17. (2013/098) – Councillors exchange of information. Cllr MG confirmed the date of the Village show on 7th September 2013. Two Village Hall fund raising events had been organised. Cllr EM raised the hedge issue in Truslers Hill Lane. GS noted that the clapperboards meeting on site, was still outstanding. Cllr MP noted that she would not be present at the next meeting on 4th June, and asked Cllr GS to take the Chair for that meeting. Cllr GS said that he would be at the Ardingly showground that evening, but could be back by 7.30. It was therefore agreed that the meeting would commence at 7.30 p.m. not 7.00 p.m.

The meeting closed at 8.50 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 4th JUNE 2013 @ 7.30 p.m.