

ALBOURNE PARISH COUNCIL [2013]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 5th November 2013, at 7.00 p.m.

Present: Cllr Meg Price, Chairman (MP)
Cllr Graham Stafford, Vice Chairman (GS)
Cllr Mick Gratton (MG)
Cllr John Gooch (JG)
Cllr Elaine Makey (EM)
Cllr Nikki Ernest (NE)
Cllr Barry Compton (BC)

In attendance: Iain McLean (Parish Council Clerk), Councillor Peter Griffiths (WSSC) (for part of the meeting) and 5 members of the public.

- 1. (2013/157) – Chairman formally opens meeting and receives any apologies for absence.** No apologies were received. The Clerk was asked to write to Councillor Sue Seward (Mid Sussex District Council) in order to establish whether or not future attendance would be possible, given the assistance that Councillor Seward has provided to the Council in the past, particularly over planning matters.

Action	Clerk
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- 2. (2013/158) – Adjournment for any questions or issues raised by members of the public.** It was noted that the leaning trees at the corner of Church Lane and Leyfield, which has been affected by the recent storm, has been taken down by WSSC. There are some other storm damaged trees that need attention, but WSSC is also aware of these.
- 3. (2013/159) – Declarations of interest.** MP declared a personal interest in item 9 1(6) on the Agenda (Yew Tree Farmhouse) as she was the applicant. MG declared a personal interest in item 9 1(3) on the Agenda (Q Leisure) as the owner of the land was known to him, even though the owner was not the applicant in this case. Otherwise, there were none.
- 4. (2013/160) – Approval of Minutes.** The minutes of the Parish Council meeting held on 1st October 2013 (as amended in correspondence) were approved and

signed as a true record by the Chairman. Updates: There were none that would not be coming up on the Agenda.

5. **(2013/161) – To receive reports (if any) from WSCC Councillor Peter Griffiths and MSDC Councillor Sue Seward.** Peter Griffiths referred to the flooding issue at Church Lane and reported that the barriers protecting the dangerous clapperboards had been repositioned, and should be staked down. The Hedge at High Cross House had been cut back, and it was agreed that this was a considerable improvement. It was understood that the owner may be replacing the boundary with a fence. The Clerk was asked to write to the owner and thank him for the work done so far. PG is still pursuing the plaque and presentation issue regarding the recent works at the Village Hall.

6. **(2013/162) – Tree report.** MG indicated that the Tree Warden would like to attend one of WSCC's training events at a cost of £150. It was considered that this would be a good investment given the significance of the number of protected trees in the Parish, and trees at risk. It was ***resolved to agree this.***

7. **(2013/163) – Project Updates.** On the clapperboards, MG raised the issue of the road closure. WSCC had decided that the road would have to be fully closed, and that as this needed to be advertised in the usual way, this had delayed the matter. The work would now be done directly by the WSCC working group and is scheduled for the weekend of 7/8 December. The length of the road closure was an issue, as it was too extensive, and this needed to be resolved. The Clerk would pursue this with WSCC Highways. Also, there was a potential difficulty with the Sunday, as it was a Church day. Peter Griffiths would look into this. On the Village Hall Notice board, the board due for refurbishment has now been collected, and the replacement is in hand. On the High Cross finger post, there had not been any further update, and so the Clerk would chase the matter up and report back.

Action:	Clerk
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8. **(2013/164) – Winter Maintenance Management Plan 2013/14.** It was noted that Poynings Parish Council, through its Chairman (who was a local farmer) would help with gritting the roads. It was confirmed that provided the arrangement was properly documented, WSCC would meet the hourly rate costs. It was noted that the salt bins had still not been filled. In passing NE mentioned the quiet tarmac issue along the A23, and Peter Griffiths said that he would once again take this matter up.

Action:	The Clerk/GS
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9. (2013/165) – Planning matters).

9.1 Six planning applications were considered, and the plans discussed. It was **resolved to comment to MSDC by the deadline dates as follows:-**

APPLICATION/PROPERTY	PROPOSAL	AGREED RESPONSE
AE/13/03360/FUL – High Cross House	Demolition of an existing outbuilding and erection of a side and rear extension	The Parish Council has no objections to this application.
AE/13/03417/FUL – Albany Homes Development site, Henfield Road	Re-positioning of the car barns on the already consented application 13/00259/FUL	The Parish Council has no objections to this application.
AE/13/03502/FUL – Q Leisure, The Old Sand Pit, London Road	Installation of wind turbine to generate electricity	The Parish Council has a number of objections and comments to make on this application on grounds of height and detriment to surrounding views and amenity.
AE/13/03532/FUL – 2 Oak Cottages, Truslers Hill Lane	Proposed stables	The Parish Council has no objections to this application subject to conditions as to limitations on use and any floodlighting.
AE/03577/TCA – Gallops, The Street	Reduce height of a row of Leylandi trees to match the hedging on the two other boundaries of the property	The Parish Council has no objections to this application.
AE/03679/TREE – Yew Tree Farmhouse	T1 and T2 Two Yew trees. Lateral reduction of over- extended lower canopy by up to 2 metres	The Parish Council has no objections to this application.

Note: In accordance with their declarations of interest above, MG and MP did not take part in the respective discussions of those items.

9.2 Councillor MG reported that the planning application at Bounty Cottage had been approved. The Clerk had circulated the details. He reported that the application at Softech House (see previous minutes) was being recommended for approval, but with changes to the Velux window specification to be obscured glass, which is what the Council had recommended. MG also said that he and MP/NE were meeting on the scoping report for the Sustainability Appraisal on the draft Neighbourhood Plan. It was hoped that the draft Plan could be finalised shortly such that the pre-submission consultation could start in January 2014 for the 6 week period. This timetable would enable the Clerk to respond to MSDC's recent enquiry. GS wished to propose a formal vote of thanks for all the Councillors' work so far in progressing this, and this was heartily endorsed by the meeting.

9.3 NE reported back on the inter Parishes meeting held on 7th October concerning the Mayfield's New Market Town proposal, and also the public meeting organised by LAMBS and the CPRE in Hassocks on 18th October. The inter Parishes meeting continued to be a useful forum for updating and exchanging ideas. It was noted that the formal Duty to Co-operate meeting on the submitted District Plan was being held on 12th November, and that NE intended to attend this session.

10. (2013/166) Property Issues. It was noted that the planning application at the Old Rectory had been withdrawn, and that there was no re-application as yet. Peter Griffiths was dealing with the Land Registry issue. It was noted that the area in question, included a number of trees that, having regard to the Tree Warden discussion earlier, might need to be protected. On the Breechlands roadside storage possible enforcement issue, the Clerk would need to chase up responses from both WSCC and MSDC, and report back.

Action:	The Clerk
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11. (2013/167) Operation Watershed. The details still needed to be more clear and finalised in terms of the work that needed to be done, and what the grant would actually cover. The commissioning process, and the contractor, would be agreed once there was further information. The Clerk would take this forward with Gulu Sibanda. Peter Griffiths will also pursue the various issues with WSCC officers.

Action:	The Clerk
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12. (2013/168) – Finance report.

12.1 The financial summary and the Bank reconciliation for the month, were received, noted, and approved.

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

AMOUNT	PROCUREMENT	PAYEE
£8-44	4x copies of the Good Councillors Guide	SSALC Limited
£177-38	Payment 2 of street lighting routine maintenance contract 2013/14	Streetlights
£321-55	Clerk's salary plus on costs (September 2013)	WSCC

13. (2013/169) – Model Standing Orders. It was noted that the Clerk and MP had made a number of changes to the model draft as previously circulated to Councillors. These would need to be reviewed and agreed. It was agreed that the Clerk should circulate a further amended version, and bring the matter back to the next meeting

Action:	Clerk
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14. (2013/170) – Clerk's report. There was nothing further to report on this occasion.

15. (2013/171) - Councillors exchange of information/new matters. BC said that he would also be writing to Gulu Sibanda about the drainage issue at his property. GS mentioned the problem of the hedge at Barleycroft, and that this still needed to be done. On the question of the footpath bridges (the step up and downs), WSCC had contacted MG with a view to organising a volunteer group for the work. However, there would be heavy lifting involved, and the project would be too big to undertake locally. MG and GS will liaise further on the matter. He also reported that he was keeping the pressure up on the anti social behaviour issue previously reported. MP reported that a couple of footpath stiles were rotten, and in need of some repair. The Clerk would take this up with WSCC. It was noted that Bartletts will be coming to the Parish in December to deal with the trees in the Millennium Garden, and had agreed to do this work free of charge. JG raised the issue of the Parish Council notice boards. It was agreed that the very dilapidated one outside Western Cottages could be taken down. It was agreed to consider further whether the board being replaced at the Hall, which was to be stored, could be refurbished and placed back in the area, but in a more suitable location, e.g. near the post box. EM reported that the Village Hall asbestos survey was being done later in the week. On the loft insulation issue, another quote is being arranged. She reported on the issue of replacing the light bulbs at the Hall, and that the financial savings of cost versus energy saving needed to be carefully considered. The Bank mandate form for the change of the account name had

now been sent. The next VH Management Committee meeting in January would address these matters in more detail. MG raised the matter of the correspondence regarding proposal to develop the Hazelden's nursery site, and that there were issues of prematurity and planning policy (both the District Plan and the Parish Council's Neighbourhood Plan) to consider. It was agreed that MG would draft and circulate a response

The meeting closed at 9.10 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 3^d DECEMBER 2013 @ 7.00 p.m.