

# ALBOURNE PARISH COUNCIL [2014]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 4<sup>th</sup> November 2014, at 7.00 p.m.

*Present:* Cllr Meg Price (MP) - Chairman  
Cllr Graham Stafford (GS) – Vice Chairman  
Cllr Mick Gratton (MG) (up to item 8)  
Cllr Nikki Ernest (NE)  
Cllr Barry Compton (BC)  
Cllr Heather Jordan (HJ)  
Cllr Nick Wergan (NW) (from item 3 onwards)

*In attendance:* Iain McLean (Parish Council Clerk), Councillor Gordon Marples (MSDC) (for part of the meeting), and 4 members of the public.

- 1. (2014/344) – Chairman opens meeting and receives any apologies for absence.** An apology for absence was received from Councillor Peter Griffiths (WSSC).
- 2. (2014/345) – Declarations of interest.** There were none declared.
- 3. (2014/346) – Vacancy on the Council.** It was noted that only one candidate had come forward. The Chairman invited Mr Nick Wergan to introduce himself, and explain a bit about his background. Nick said that he had acquired a wide range of financial experience from his previous work in Finance, and that he now had a good knowledge of community issues due to his present role as head teacher of a major School in West Sussex. It was therefore unanimously **resolved to co-opt Nick onto the Parish Councillor in order to complete the Council's full complement of seven Parish Councillors.** Nick was duly welcomed onto the Council, and signed his declaration of acceptance of office in front of the Clerk, who also signed.
- 4. (2014/347) – Adjournment for any questions or issues raised by members of the public.** (i) The issue of highway verge parking was raised, and the Clerk had also received an email specifically concerning Barns Close in this regard. It was agreed that appropriate wooden posts could act as a deterrent, and this needed to be looked into with WSSC. In the meantime, it was also agreed that polite

notices should be placed on offending vehicles. Councillors NE and MG will follow up on this. Councillor MP will also raise with the PCSO, when she hopefully meets with him soon. (ii) The issue of turning lorries in the Street and Barns Close was raised. This often takes place early in the mornings. The placing of weight restrictions was discussed, but Councillor MG urged caution in that pointed out that there was a danger that this could have the effect of increasing traffic at lower weights. Councillor PG (WSCC) should be asked to consider the matter in the light of whatever their policy is on such signage. (iii) The infrequency of highway verge grass cutting was raised, and the Clerk will take this up with WSCC. (iv) It was noted that with the ongoing Operation Watershed project being undertaken by the Parish Council, previous flooding issues had greatly improved.

5. **(2014/348) – Approval of Minutes.** The minutes, both public and confidential, of the Parish Council meeting held, on 7<sup>th</sup> October were approved and signed, as a true record, by the Chairman. Updates: it was noted that despite an email sent to the officer on 16<sup>th</sup> October, MSDC had not replied to the email, or yet installed the high bar gate at the entrance to the Recreation Ground. The Clerk will chase this up once again.
  
6. **(2014/349) – To receive reports (if any) from WSCC Councillor Peter Griffiths, and MSDC Councillor Gordon Marples.** In Cllr PG's absence, the Chairman updated the Council on WSCC's position regarding the highways issue taken up by Mayfields for the Horsham District Plan examination. It was confirmed that the Albourne Equestrian Centre had received a Big Society grant for putting in disabled facilities. It was requested that the Parish Council support PG in resisting any proposal by WSCC to increase the footpath inspection regime from the current 9 months to 13. However, was this due to finance or personnel reasons? More information would be needed.

Cllr GM reminded the meeting of the Bolney Ward by-election on 13<sup>th</sup> November following Sue Seward's resignation from MSDC. He updated the meeting on the progress of the District Plan, and other Parish Neighbourhood Plans. It was noted that the District Plan now had no housing numbers in it, and that the Plan period was now 2014-2031, not 2011-2031.

7. **(2014/350) – Winter maintenance and management plans.** The correspondence regarding the provision of a storage grit bin outside the Village Hall, rather than the hippo bags, was discussed. It was noted that the arrangement with the tarpaulin covers was not satisfactory. The Clerk said that he had asked WSCC to make a contribution towards the cost. It was therefore **resolved in principle to authorise the purchase of a suitably robust grit bin up to a cost of £200**, and the Clerk would report back on the type and cost. Councillor GS confirmed that the 3 grit bins were open, so that WSCC could break up the salt as necessary, and in anticipation of use over the coming winter

period.

### 8. (2014/351) – Planning matters.

8.1 Four planning applications were considered, and the plans and relevant policies discussed. It was therefore **resolved to comment to MSDC as follows:-**

APPLICATION/PROPERTY	PROPOSAL	AGREED RESPONSE
AE/14/03312/FUL – 2 The Limes, Church Lane	Demolish existing timber garage and replace with timber frame garage with annexe over	Albourne Parish Council raises no objections in respect of this application, subject to the use of suitable matching materials and finishes, and to a condition that the new structure be ancillary to, and not separate to the dwelling house
AE/14/03717/FUL – Truslers Hill Farm Cottage, Truslers Hill Lane (corrected to	All weather equine arena	Albourne Parish Council has no objections to this application subject to conditions being in place to prevent any exterior lighting (without prior consent) and prohibiting any commercial/livery use of the site.
AE/14/03853/FUL - The Old Rectory, Church Lane	Proposed construction of new stone boundary wall and installation of entrance gates (as previously permitted under application reference nos. 10/03338/FUL and 10/03340/LBC)	Albourne Parish Council supports this application subject to the applicant (or their representatives) liaising with the Albourne Parochial Church Council, who we believe are the owners of the southern gate pier to which the proposed new boundary wall will abut or adjoin.
AE/14/03854/LBC	Ditto	Ditto

8.2 On the Neighbourhood Plan, Councillor MG updated the situation for the benefit of Councillor Marples (MSDC). This was much as reported at the last Council meeting, and it was noted that the second round of consultation ends on 24<sup>th</sup> November 2014. Responses received so far, do not indicate that the Plan will require significant change or revision.

8.3 On planning enforcement matters, Councillor MG gave an update on the Firmland Industrial Park situation. It was still operating outside the terms of the planning consent, and a Stop Notice had been issued by MSDC. However, they will be submitting a new planning application to regularise the position, and in the meantime, no further enforcement action will be taken for a period of 2 months. It was noted that one of the issues is an apparent lack of complaint from local residents. This needed to be addressed by making it clear that the PC itself had received a number of such complaints. MG will check this and draft an appropriate letter. GS will find out who to complain to at WSCC. Councillor NE asked that a list of all outstanding enforcement matters was circulated to Councillors, and the Clerk said that he would do this.

8.4 On the Horsham District Development Plan, Councillor MG had attended the first session of the public examination today on the spatial strategy. This followed up on APC's lodged objection over the "new settlement" issue. HDC has agreed a main modification, which removes this sentence. Other Councillors will be attending future sessions as agreed on housing numbers, and on the New Market Town proposal by Mayfields specifically.

Action:	Cllrs NE/MG/MP/GS/Clerk
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**9. (2014/352) – Finance report and matters.**

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

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

AMOUNT	PROCUREMENT	PAYEE
£184-48	Payment 2 of annual street lighting maintenance contract 2014/15	Streetlights
£336-84	Clerk's salary and on costs (October)	WSCC
£222-00	5 x grass cuts (dates provided) + hedge trimming	Barcombe Landscapes Limited

**10. (2014/353) – WSCC Streetlights.** The WSCC programme of replacing lampposts was noted, and the email concerning the lamps at Holders and in London Road was discussed. It was agreed that the invitation to a meeting by SEEC (WSCC's contractor) should be accepted, and Councillor GS agreed to meet with Simon Bushell as soon as possible, and report back to Council. There may be design and light pollution issues to be wary of, and the Clerk/GS and MP, will liaise with a view to consulting residents once it is clear about exactly what is being proposed.

Action:	GS/MP/Clerk
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**11. (2014/354) – Village Hall car Park.** The anti-social activity at the car park was noted and discussed. This seems to be involving youths from outside the Village riding scooters on the Recreation Ground, and appears to be taking place mainly on Friday evenings and at weekends. Given the proximity of the School, there is a child protection issue to consider. Councillor GS has invited the local police officer to discuss this problem, and Councillor MP will also pursue the issue with the PCSO, who has already been contacted about the speeding issues in the Parish.

**12. (2012/355) – Filming and recording of Parish Council meetings.** It was agreed to adopt the policy circulated by the Clerk at the meeting on 7<sup>th</sup> October.

**13. (2014/356) – Surfacing on A23.** It was noted that MSDC is clear that it cannot assist the Council with a road noise survey in order to gather evidence of the noise pollution the traffic generated. It was pointed out that there was a 20% saving in the cost of the Handcross improvement works, and it may be that this money could be made available – something that Cllr PG (WSCC) would be asked to pursue. In the meantime, it was agreed that the Chairman be authorised to purchase a hand held monitoring device in order to establish more clearly the extent of the problem, and which could be used as a pre-cursor to a full, professional survey. In the event of such a survey, it would be back to the idea of sharing the costs with other Parish Councils affected by this issue.

Action:	Cllrs MP/NE/Clerk
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**14. (2014/357) – Operation Watershed.** Councillors GS and BC have met with the contractors, Edburtons, and the price agreed at the last meeting on 7<sup>th</sup> October for the further work, is confirmed. It is anticipated that this further work (which is digging ditches and strimming and clearance of vegetation) will start around mid-December. GS will be informing residents affected by the work. BC raises the riparian owner responsibility issue, and confirmed that he agreed to a list of such owners being compiled. It was also important to be clear about WSCC's responsibility as the

highways authority, and it was agreed that once the OW project was complete, a report should be sent to WSCC, and this should also ask them for a clear commitment to picking up flooding/maintenance issues from then on, and to timetabling both routine inspection and annual maintenance of gullies and ditches, etc.

<b>Action:</b>	<b>Cllrs GS/BC/Clerk</b>
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**15. (2014/358) – Village Hall Management Committee.** There had been a meeting of the VH Management Committee on 14<sup>th</sup> October and the draft minutes (when available) will refer. In the meantime, an email from the Chairman of the Management Committee had been received about the state of the garage, and ideas for a possible replacement (one suggestion is a container). This will need to be discussed further at future meetings of both the Management Committee, and the Council.

**16. (2014/359) – Project and other updates.** Councillor NE raised the issue of the possibility of WSCC kerbing round the junction of Truslers Hill Lane with the main road (where the island of grass is), in order to help prevent vehicle incursion damage. The Clerk said that he had not pursued this, but will now do so. The idea for the Village Pub was also discussed, and the Clerk was asked to advise further on the licensing issues, given that there was the possible option of using an existing License holder in the Village. There was generally enthusiasm for this project amongst Councillors and residents, but it needed careful handling as to who might be involved, the volunteers/work involved issue, and particularly the timing of the venture. It was felt that starting the pub in the spring of 2015 might be sensible, so that it could gather momentum over the summer.

**17. (2014/360) – Clerk’s report.** (i) The Clerk also reported on the forthcoming by election for Mid Sussex District Councillor for the Bolney Ward on 13<sup>th</sup> November, following Sue Seward’s recent resignation, and referred to the list of candidates. (ii) The issue of the extra dog bin requests was mentioned, and the view was that whilst an additional bin on the Recreation Ground should be further investigated, appropriate organisations should be asked to volunteer either providing the bins themselves, or paying for the waste collection, or both. It was noted that the Parish Council had already provided signs in one of the locations. It was further noted that MSDC provide one free bin and collection, and any more had to be paid for by the relevant Parish Council.

**18. (2014/361) – Parish Council meetings for 2015.** It was noted that the annual Parish Council meeting had had to be delayed by one week from its usual date in the year, because of the Local elections in May. This had caused a few difficulties for some Councillors, assuming elected. However, it was **resolved to agree the schedule of meetings for 2015 as previously circulated by the Clerk.**

**19. (2014/362) - Councillors exchange of information/new matters.** GS raised an issue about making sure that all adjoining parishes were consulted on the pre-submission Neighbourhood Plan. MP raised an issue about the playground in the Recreation Ground, in that it was beginning to look in need of refurbishment and update. The Clerk will pursue this matter with David Terry at MSDC. MP also mentioned from the recent WSALC conference, the issue of the Parish Council preparing a Business Plan/Strategy for coming years, and that SSALC (Trevor Leggo) could facilitate this in a 2 hour brainstorming session. She also referred to the little known fact that the Parish Council can change its name by resolution, and the Council might like to think about this, so as to avoid the often made confusion with Parochial Church Councils. HJ mentioned that the work in the Millennium Garden is scheduled, and will be done over the winter.

**20. (2014/363) - Confidential item.** The Council resolved under Standing Orders to exclude the press and public for the next item on the Agenda in view of its confidential nature.

**21. (2014/364) – Staffing matter** – confidential minute separately circulated.

The meeting closed at 9.20 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 2<sup>nd</sup> DECEMBER 2014 @ 7.00 p.m.***