

ALBOURNE PARISH COUNCIL [2015]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 6th October 2015, at 7.00 p.m.

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

In attendance: Iain McLean (Parish Council Clerk), Councillor Peter Griffiths (WSCC) (from 7.10 p.m.), and 3 members of the public (for parts or all of the meeting).

- 1. (2015/078) – Chairman formally opens the meeting, welcomes those present, and receives apologies for absence.** Apologies were received from Councillors Barry Compton, and Nick Wergan.
- 2. (2015/079) – Declarations of interest.** There were none declared.
- 3. (2015/080) – Adjournment for any questions or issues raised by members of the public** – There were no issues raised.
- 4. (2015/081) – Approval of Minutes.** The minutes of the Parish Council meeting held on 1st September 2015 were duly approved and signed, as a true record, by the Chairman.
- 5. (2015/082) – To receive reports (if any) from WSCC Councillor Peter Griffiths, and MSDC Councillor John Allen.** Councillor Peter Griffiths (PG) expressed his apologies for not having been able to attend the planning meeting at WSCC, when the Firsland site (Olus Environmental Ltd) application was dealt with. He said that it was possible for the Parish Council/residents to register with the Secretary of State for an appeal, and gave the Clerk details of the relevant website for further information on this. NE said that she was very unhappy with the decision to grant the permission, and felt that WSCC had not properly considered all the facts and representations, or given due weight to them. However, it was likely now that the Parish Council would have to keep on top of the planning conditions, so as to ensure that any issues were properly dealt with

by WSCC as enforcement issues (e.g. the 3 monthly monitoring). However, even those conditions were not substantive, and PG said that he would look into the issues raised. PG also said that he had a meeting with Ricard Speller at WSCC on 12th October to discuss further the traffic (speeding and volumes) and the road signs removal issue, and appreciated that these were still ongoing. He also touched on the school travel plan issue.

There was no report from Councillor Allen (MSDC) as he was not present at the meeting.

6. **(2015/083) – Millennium Garden Bench.** It was noted that Mr M Gratton has said that the family will be happy to source the replacement bench. The range of prices from £448 to £168 (both inclusive of VAT) from one possible supplier was noted. **It was therefore resolved that once the specification had been decided on, the Parish Council would order, and purchase the bench, and would contribute the sum of £300 towards the cost.** The Clerk will write to Mr Gratton accordingly. HJ commented in passing, that the repair work to the bench round the tree in the Garden has now been completed.
7. **(2015/084) - Winter maintenance and management 2015/16.** The revised Plan, incorporating amendments in correspondence between the Clerk, MP and GS had just been circulated to Councillors. It was therefore agreed to defer this item (approval of the Plan) until the next meeting on 3rd November 2015. However, **it was resolved to purchase four new hand shovels for each of the grit bins, at a cost of about £8 each.** GS agreed to take this forward.
8. **(2015/085) – Pensions auto enrolment.** The Clerk explained the new rules about auto enrolment, and said it was possible that in the future, the Parish Council would be obliged to make a suitable pension provision for any member of staff. Also to note that if the salary threshold was exceeded (currently not the case) then contributions would also be payable. **It was therefore resolved that under the rules on auto enrolment, the Parish Council agrees to make an appropriate pension provision for any member of staff who wishes to join such a scheme, and that should the salary threshold be exceeded in the future, the Parish Council confirms the right to automatic enrolment, and will pay the employer's contributions accordingly.**
9. **(2015/086) – Footpaths/cycle route survey.** MP said that the survey didn't seem particularly relevant or appropriate for Albourne, as there are not many cycle paths in the Parish, and it is really footpaths that are the issue. It was agreed that the Parish Council could not really add any value to the exercise, and so the Clerk was asked to respond accordingly.

10. (2015/87) – New bench for Parish. It was noted that because the bench was intended to be by the bus stop, it couldn't really be sited anywhere else, and so the licence issue with WSCC remained the issue. The Parish Council therefore revisited the decision taken at the last meeting, and after discussion it was agreed that the Clerk should write to Peter Holding informing him that the Council would be prepared to take on ownership and future responsibility for the bench after all, but on condition that the Gospel Hall would be prepared to enter into an indemnity agreement, which ensured that any future costs of complying with the obligations required by WSCC, would not fall on the Parish Council.

11. (2015/88) – Common “copse” land in the Street. HJ referred to the email correspondence with WSCC and MSDC about the Tree Preservations Order for the remaining trees. The process was slow, but the clear intention was to put TPOs on them, and this would happen in due course. GS said that as regards the respective ownership issue, he had met on site with Richard Spellar (WSCC), and that the matter was now with WSCC's Legal Department to carry out the appropriate Land Registry searches, etc. It was agreed that until this is resolved, no further work should take place on the land, in terms of recent clearing and surfacing work by the adjoining property owner, and that the Clerk be asked to write to the owner accordingly. It was also noted that depending on the outcome of where the boundaries were, it might be necessary for WSCC to take enforcement action. Also raised under this item, was a reported of two cars that are regularly or permanently verge parked either side of the School entrance, and that this was not on the highway. It was agreed that this was more of a School issue, and so the Clerk was therefore asked to take the matter up with the School, with a request that the car owners be notified of the concern, and asked to park more appropriately.

12. (2015/89) – Planning matters.

12.1 One planning application was considered, and the plans and relevant policies discussed. It was therefore **RESOLVED to comment to MSDC as follows:-**

PROPERTY	PROPOSAL	AGREED RESPONSE
AE/DM/15/3608 – Foxglove Cottage, Truslers Hill Lane	First floor balcony	Albourne Parish Council has no objections to this planning application for a proposed balcony. We do, however, have concerns that the map provided with the application does not accurately reflect the additional buildings on this site, and we would ask the planning officers to ensure that these have the necessary planning

		permissions.
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12.2 NE reported on the Neighbourhood Plan and said that the changes suggested by MSDC had been agreed, and the draft Plan had now gone back to them for final approval. The various documents will be circulated to Councillors as soon as possible. Everything will then be formally submitted to MSDC under the Regulations, with a referendum hopefully scheduled for the spring of 2016.

12.3 The Firland site (Olus Environmental Ltd) planning application had already been discussed, but coming back to the conditions imposed by WSCC, it was noted that there was no restriction on the actual number of lorry movements. However, APC will need to press WSCC for evidence of compliance with those conditions that have been imposed. In the meantime it was agreed that the lorry contractor (Viridor) would be asked to confirm details of both lorry deliveries and waste tonnage for both the Winterpick, and Firland waste sites. NE said that she would draft the request up for the Clerk to send.

12.4 It needs to be recorded that APC is very disappointed that the park and ride proposal for the Q Leisure Park did not come from MSDC directly, but from a press report. However, there is a major feasibility issue in terms of the proposal ever getting off the ground, and it would also be a very costly project. The situation regarding progress therefore just needs to be monitored for the time being. In the meantime, the Council also expressed its disappointment at the absence of Councillor Allen to talk to the item, and so the Clerk was asked to take up this concern directly with him.

12.5 There were no current planning enforcement matters, but NE updated Council on recent planning outcomes. Briefly, Hunters Cottage – withdrawn. 8 Council Cottages – approved subject to conditions. 4 Oakvale Cottages – refused. 8 Hunters Mead – approved subject to conditions. The Clerk has copied round full details of these matters to Councillors.

13. (2015/090) – Finance report and matters.

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

13.2 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 (August 2015)	WSCC
£312-00	Repairs in the Millennium Garden	Peter Hopgood Fencing Services
£120-00	External auditor fee for audit	PKF Littlejohn LLP

	2014/15	
£301-50	Home office allowance from 01/04/15 to 30/09/15	Iain McLean (Clerk)
£72-00	Chairs networking day	SSALC Limited

Whilst on Finance, the Clerk confirmed that he had had a response from MSDC (as circulated), which indicated that whilst there was no s.106 monies as such, there was some sustainable transport monies arising from TAD contributions on recent developments. The Clerk was asked to find out whether this money could be vired over to other projects, e.g. the traffic signs removal issue, or to provide new playground equipment in the Recreation Ground.

13.3 The completed annual return for 2014/15 was presented, and duly noted by the Council. It was particularly noted that the external auditor has signed off the return, on the basis that there are no issues or concerns with any of the Parish Council's finances or transactions. The return would therefore now be published in the normal way (on the noticeboard and website).

14. (2015/091) – Operation Watershed. It was noted that there had been a big improvement in the flooding problems down Church Lane. However, at times of heavy rain there was still flooding outside on the A23 – see previous minutes. It was noted that sand bags would be needed to support the new ditch in Church Lane. Unfortunately, complete sand bags couldn't be sourced, because there were no convenient storage facilities. **It was therefore resolved to purchase 50 sacks for the sand bags for the purpose of the ditch, and in respect of other future emergency purposes.** GS said that he would pursue this. It was noted that volunteers would be needed to fill the sacks when needed. GS said that he still hadn't heard from Richard Speller on progress with the gullies in Reeds Lane, and would chase this up. He would also ask him to deal with the flooding issue in the Street (run off from the Recreation Ground (see previous minutes). There was still no answer on the annual maintenance issue of the gullies in the Parish, and again WSCC needed to be pressed on this.

15. (2015/092) – Village Hall Management Committee. MP said that the recent meeting of the VHMC had taken place on 29th September. The main issues were the need to refurbish the kitchen, and to replace the garage. It was noted that the Albourne Arms pop up village pub had now moved to autumn opening on a Friday evening. The Council considered the request from the VHMC regarding the provision of new curtains for the Hall and **it was duly resolved that the Parish Council agrees to procure, commission and to pay for the curtains on the basis of a quote obtained from Direct Fabrics (at a cost of approx. £1,300).** The Clerk would place the order accordingly.

16. (2015/093) – Current issues. The issue of the grass verge at Hunters Mead was discussed, and it was noted that the ownership situation is still being looked into. It was still hoped to carry out a Land Registry search through Mick Gratton in order to determine the ownership (Affinity Sutton having clearly stated that it was not its land). DH said that the grass was at least growing back now. The traffic (speeding and volumes) and the removal of the road signage issue had been discussed and the situation noted as in Councillor PG's report above. HJ said that she was still dealing with the audit

17. (2015/094) - Councillors exchange of information/new matters. MP said that there was some concern about agricultural land being turned into garden, and the planning situation needed to be clearer. In a particular example recently, an area of land had it seemed, been closely mown so as to give the appearance more of a lawn, and some trees planted. This might be OK, but the situation would need to be monitored for any further uses consistent with a garden. HJ confirmed that the Hawthorn hedging for the Millennium Garden had now been ordered (see minutes of the last meeting). DH raised the issue of an overgrown hedge alongside the footpath by the side of the School, and the question of the possible responsibility of the land owner to cut it back. She is addressing this with WSCC.

The meeting closed at 9.00 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 3^d NOVEMBER 2015 @ 7.00 p.m.