

ALBOURNE PARISH COUNCIL [2013]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 3rd September 2013, at 7.00 p.m.

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

In attendance: Iain McLean (Parish Council Clerk), and 11 members of the public.

- 1. (2013/126) – Chairman formally opens meeting and receives any apologies for absence.** There were no apologies. Councillor Peter Griffiths (WSCC) had indicated that he should be able to attend later in the meeting.
- 2. (2013/127) – Adjournment for any questions or issues raised by members of the public.** The issue of the maintenance of footpaths was raised. Is there an official delineation of responsibility for these? MP reported on recent communications with the Footpaths Ranger at WSCC, Tom Weedon, and a recent walk of the footpaths with him to check condition. WSCC were responsible for obstructions, but would not cut grass (this was a matter for the land owner). Albourne Parish Council (APC) would continue to forward issues reported to it to WSCC, and will act as the conduit for complaints.

A number of people spoke about noise nuisance from a property in the Village. There had been one particular party in the summer, when music had been loud and disruptive until about 1.30 a.m. A diary indicating other days/nights when music had been particularly loud was mentioned. APC confirmed that it could not play an enforcement role, and it was important that all incidents were reported to Mid Sussex District Council using their on line reporting system. The emergency out-of-hours number should also be used. It was noted that MSDC has a statutory duty to deal with noise pollution, and could seek a Noise Abatement Order. It was agreed that the matter should be brought to the attention of Councillor Sue Seward via these minutes.

3. **(2013/128) – Declarations of interest.** None were received.
4. **(2013/129) – Approval of Minutes.** The minutes of the Parish Council meeting held on 2nd July 2013 (as amended in correspondence) were approved and signed as a true record by the Chairman. Updates: The Infrastructure issue would be circulated prior to October's meeting, and will be on the Agenda. MP confirmed that the Arden Grange dog mess issue has been considered. Peter Holding will be asked to produce similar Notices as before, and GS agreed to put these up once received.
5. **(2013/130 – Village Hall.** It was reported that the BSF funds had been received from WSCC. APC formally expressed its thanks to Councillor Peter Griffiths for his work and assistance with regard to this successful application, (ii) it was noted that the License for Alterations had been completed with MSDC on 8th July 2013, (iii) EM reported on the progress of the works over the summer holiday. She referred to the conditions of the grant, and the advert for the storage works that had just been sent out to Councillors for approval. There was an issue with the water supply that needed to be looked at by the Water Company. There were issues of routine ongoing maintenance. The issue of the garage roof was discussed. It was reported that a decision had been taken not to take up the insurance for the boiler. The Council recorded its thanks to John Rose for his help in respect of the Lottery Fund application. All these matters would be discussed in further detail at the next VH Management Committee meeting (to be arranged).
6. **(2013/131) – To receive reports (if any) from WSCC Councillor Peter Griffiths and MSDC Councillor Sue Seward.** Councillor Peter Griffiths attended the meeting at 8.20 p.m., and indicated that he would further investigate the adopted highways issue at The Old Rectory (area in front of the post box). He referred to Operation Watershed monies being available for the clapperboards. He advised that WSCC is supporting Gatwick's second runway proposal. He mentioned that with appropriate caveats, WSCC generally supports fracking. He mentioned that the CLC meeting on 10th September would provide an update on the Albourne Road parking issue. He noted that traffic management issues through Hurstpierpoint, were being addressed through their Neighbourhood Plan. He agreed to take up the issue of the overgrown vegetation, and see if there was any regulation or guidance that WSCC provide.
7. **(2013/132) – Clapperboards and Operation Watershed (OW).** The Clerk read out an email from Gulu Sibanda (WSCC), which indicated that a response would be made on the Operation Watershed issues - as identified at the meeting with GS and BC - once all the Parishes had been visited. GS indicated the nature of the works that needed to be done, and that it would amount to about 10 days work at a cost of some £10,000 from the OW funds. The two weekends for the

clapperboards work was noted.

- 8. (2013/133) – Winter Maintenance Management Plan 2013/14.** This document was approved by the Council subject to deletion of “if possible” for Church Lane, and to add in “Shaves Wood Lane”. It was noted that Reeds Lane was not gritted in the winter, and as this was situated in Hurstpierpoint and Sayers Common Parish, the Clerk would pursue the matter with H&SC Parish Council.

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| Action: | The Clerk |
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9. (2013/134) – Planning matters).

9.1 Three planning applications were considered, and the plans discussed. It was resolved to comment as follows:-

| APPLICATION/PROPERTY | PROPOSAL | AGREED RESPONSE |
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| SDNP/13/03576 – Wickwoods Country Club Hotel & Spa | Erection of a conservatory at the rear of the main building | The Parish Council has no objections to this application. |
| AE/13/02372/FUL – The Old Rectory, Church Lane | Re-build of existing coach house. The erection of a double garage. Single storey extension to form utility room | See attached |
| AE/13/02373/LBC – The Old Rectory, Church Lane | As above. | See attached |

(Note: MP declared a personal interest in the first application above, as she was a member of the Tennis Club at the venue.)

9.2 MG reported that the Training session he had attended recently was very useful, as a result of which changes have been made to the Neighbourhood Plan scoping document. Three people need to be involved in the Sustainability appraisal. These would be MG/MP/NE, and the work would be done during October.

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| Action: | MG, MP and NE. |
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9.3 (i) NE reported that the inter Parishes meeting in July had been very useful, and a good forum for exchanging information and updating. The Agenda for the next meeting on 7th October had been produced and agreed. It was noted that Parish Councils need to engage with their MPs, (ii) the draft response to the invitation to

make comments on the Mayfield’s proposal on their website was discussed. It was agreed that this should now be sent off on behalf of the Parish Council, with copies to the two MPs, and directly to the Directors at the Company.

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| Action: | The Clerk |
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10. (2013/135) Lamp posts. It was agreed that the actions by DTS in repairing column “S” instead of “P” had not been helpful, even if done with the best of intentions. Lamp post “P” still needed to be repaired, and APC needs an estimate for this. DTS need to make a proposal, which reflects the difficulties APC now has. The Clerk would write accordingly, and payment of the invoice (see below) would be deferred pending a satisfactory response.

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| Action: | The Clerk |
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11. (2013/136) Property Issues. (i) See planning above for action needed in respect of the Rectory, (ii) MP and GS reported on their walk of the footpaths. Some works had been done by WSCC, but it was not considered adequate. MG will email MP with details so the matter can be taken up with Tim Boxhall. Traffic lights had been observed outside Softech House – this needed to be pursued with WSCC in order to see what was being done, and for how long, because of the over-hanging tree issue. MP will take up with Tom Weedon a number of issues that have not been actioned, e.g. the Cutlers Brook bridge issue, and the dog notice on one of the public footpaths, (iii) the matter was discussed again, and **it was unanimously resolved to accept the name “Oakwell” for the new development at Greenmeads.**

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| Action: | The Clerk, MG and MP |
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12. (2013/137) – Finance report.

12.1 The financial summary was 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 |
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| £828 | Repair to lamp post “S”. NB. Payment qualified as in item 10 above | DTS |
| £108 | Mowing grass – 7/5/13, 30/5/13 and 19/6/13 | Barcombe Landscapes Limited |
| £98-50 | Village Hall Hire costs | APC Village Hall Committee |
| £321-55 | Clerk’s salary plus on | WSCC |

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| | costs (July 2013) | |
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12.3 It was later agreed to agree revised arrangements to the Clerk’s salary, and to implement the 1% pay award agreed by LGS employers and the staff side, from 1st April 2013. (The Clerk was not present for the discussion of this item).

13. (2013/138) – Speeding and traffic management issues. The speeding issue along the B2118 was discussed, in the context of a 20 mph speed limit. EM noted the increase in traffic down Truslers Hill Lane and Shaves Wood Lane. These issues would be discussed more fully at December’s meeting, when PC Jim Stobart would be attending in order to make a presentation on, and to update the Council on the Operation Crackdown initiative, etc.

14. (2013/139) – Anti Social behaviour in Albourne. GS mentioned that it has been reported that anti-social behaviour was taking place in several locations in the village, and this was being reported to the appropriate authorities for any necessary action.

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| Action: | GS |
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15. (2013/140) – High Cross finger-post. The Clerk read out the email response from the contractor. The timber was weather proofing, and the job should be completed shortly.

16. (2013/141) – Clerk’s report. The Clerk reported on two matters, and these were discussed – *(i) It was resolved not to put a link regarding a counselling service on the website, as this was consistent with previously agreed policy, (ii) it was resolved to order 4 copies of the Good Councillors’ Guide from SALC.*

It was agreed that a link to the Environmental Health Department of MSDC, regarding the noise nuisance issue, should be placed on the website.

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| Action: | The Clerk |
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17. (2013/142) - Councillors exchange of information/new matters. BC had nothing to report, but wished to give advance apologies for absence from the next meeting on 1st October. GS mentioned the industrial use of buildings, and the changes from light to general/heavy. This needed to be checked with MSDC. EM mentioned that the Village Hall had a new cleaner. The accounts were done and up to date. MG mentioned a planning enforcement issue that might need looking into, regarding the use of an ancillary building being used as separate housing accommodation. He updated Council on the Ginger Fox septic tank issue, which had

been the subject of recent correspondence. He referred to the Village Show being held on Saturday.

The meeting closed at 9.35 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 1st OCTOBER 2013 @ 7.00 p.m.