

# ALBOURNE PARISH COUNCIL [2018]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 6<sup>th</sup> November 2018, at 7.00 p.m.

*Present:* Cllr Graham Stafford (GS) – Chairman  
Cllr Nikki Ernest (NE)  
Cllr Jerry Butler (JB) – Vice Chairman  
Cllr Suzi Sawyer (SS)  
Cllr Heather Jordan (HJ)  
Cllr Di Smith (DS)  
Cllr John Drew (JD)

*In attendance:* Iain McLean (Parish Council Clerk), and 8 members of the public (for all or parts of the meeting).

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- 1. (2018/102) – Councillor GS formally opened the meeting, welcomed those present, and received apologies for absence.** There were no apologies for absence on this occasion.
- 2. (2018/103) – Declarations of interest.** Councillor NE declared that depending on the discussion she might have a personal interest in item 9 on the Agenda (Operation Watershed) as her land could be affected by the proposal.
- 3. (2018/104) – Adjournment for any questions or issues raised by members of the public.** (i) An issue of littering around the bus stop on the B2118 was raised. There is a concern that some of this is drug related. The Police have been informed. It did stop for a while, but now appears to have restarted. There also seems to be a resumption of some similar activity in the Village Hall car park. The Clerk will further contact the Police in order to re-iterate the concern, (ii) an issue was raised concerning the reactivation by a new PR company of the proposal for the retirement village at the former Hazeldens site. There are some public exhibition dates coming up this later in the month. The Parish Council's position will be coming up later on this Agenda.
- 4. (2018/105) – Approval of Minutes.** The minutes of the Parish Council meeting held on 2<sup>nd</sup> October 2018 were duly approved and signed, as a true record, by the Chairman.

**5. (2018/106) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** As neither Councillor was present, no reports were received.

**6. (2018/107) – Planning matters.**

6.1 It was noted that there are no planning applications to consider this cycle.

6.2 On the traffic issue, JD said that a further meeting had taken place with Olus on 30<sup>th</sup> October 2018. Actions had been agreed, including drivers and suppliers being contacted in order to give clear instructions about speeding, and the re-routing plan. The record of compliance is quite good, but patchy. The Parish Council will need to keep up its guard and continue to monitor the situation. The Firsland site gates are still not being shut in order to help ensure no out of hours use. However, action is being taken to modify or install gates that can be opened and closed remotely. The lighting issue is also being addressed, (ii) on the traffic survey issue, two further meetings of the Group had taken place. The list of actions and recommendations has been circulated to members, and is available from the Clerk. JD took the Council through them one by one. On the first part (the Village Area), NE felt that they needed to be prioritised, and it was noted that some may not be achievable anyway. However, it was agreed that in terms of taking forward with WSCC, on balance they all ought to be included at this stage. On the second part (From Village area to Firsland and Winterpick via High Cross) the main problem is speeding traffic. Road signage is probably the most achievable solution (e.g. to put a SLOW sign on the road on the bend), but again, all recommendations should be kept in for now. The use of the Speed Indication Devices can be extended, and will lend further support to the traffic surveys already undertaken. It was also noted that some of the proposed solutions might have to be funded by the Parish Council, which will present a financial challenge. On the set of Firsland site challenge questions as submitted to WSCC under the complaints procedure, a short, highly unsatisfactory reply has now been received from WSCC. JD therefore proposed that the matter should be referred to the Local Government Ombudsman (LGO), and this was seconded by NE. It was then unanimously **AGREED** to take the matter up with the LGO, even though it is recognised that this won't lead to the issues being remedied. Finally, it was noted that twelve villages have put themselves forward for speed monitoring training under the Speedwatch initiative. Albourne is one of them, and there a quite a few volunteers. George Hammond has agreed to be lead co-ordinator. JD will therefore provide the Clerk with further information, and the Clerk will then start the process off with the Police as appropriate. (iii) on the question of the planning appeal lodged by Olus regarding their wish to remove the condition to establish a formal liaison group, NE recommended that the Parish Council put in a response to the Planning Inspectorate (PI) objecting to the appeal. This was **AGREED**, and so she will provide a response to the Clerk for onward submission to the PI by the close date of 9<sup>th</sup> November 2018.

6.3 On current planning and planning enforcement matters, NE reported that the applications at 6 Barleycroft (DM/18/3750), Bishops Place (DM/18/3418), and Moorcroft (DM/18/1408) had all been approved (see previous minutes). The retrospective application for flood lighting at the Equestrian Centre has not been decided yet. The issue of the proposal for a retirement village at former Hazeldens site (see above) was discussed, and it was noted that there will remain an issue, in terms of the District Plan, about exactly what type of

development it would be within the housing definitions. It was also **AGREED** in response to the email sent by the PR Company and circulated by the Clerk, that the Parish Council would not want to participate in any private session prior to the exhibitions, and that everything should take place within the public domain. The Clerk will respond accordingly.

## 7. (2018/108) – Finance report and matters.

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

7.2. The invoices were presented for payment, and it **was RESOLVED to agree and to make the following payments:-**

AMOUNT	PROCUREMENT	PAYEE
£427-83	Clerk's salary + on costs (October 2018)	West Sussex County Council
£7,571-00*	New climbing frame equipment for playground in the Recreation Ground*	MSDC*
£40-74	Bunting for the Silent Soldier	TDH Promotions Warehouse
£45-29	Payroll administration charges for the period 01.04.18 – 30.09.18	West Sussex County Council
£202-54	Payment 2 of 2 – annual street light maintenance contract	Streetlights

\* To be paid from £5,000 grant from MSDC (received into the Council's Bank account on 24<sup>th</sup> October 2018), plus £571 donations, and £2,000 from the Parish Council's resources.

**8. (2018/109) – Current issues.** (i) On the Common Copse, land it was noted that the property involved in the issue is up for sale, so there is some urgency to have the matter resolved as between the owner, WSCC, and the Parish Council. On that basis, Richard Speller (WSCC) has attended a recent site meeting, and the land has now been measured up, with the demarcation having at last been agreed. A physical boundary will therefore be going up in due course. In the meantime, it was noted that the land needs some tidying up, and it was therefore **AGREED** that Councillor GS would contact Mick Golbey in order to see what needs to be done, (ii) a new matter of the condition of the Village sign was raised by GS. There is some rust damage, and whilst not dangerous, it needs to be repaired. It was therefore **AGREED** that Councillor GS would pursue this further, (iii) on the state of the Medieval Pound, GS has contacted two expert firms, and appropriate visits have been made. He has one quote in for the flint wall restoration work, and two are awaited, (iii) the relocation of the Silent Soldier after Remembrance Sunday was discussed, and it was agreed to approach the Church about this.

**9. (2018/110) – Operation Watershed (OW).** Councillor GS said that a new proposal for the Oak Vale Cottages flood alleviation scheme had been put in by Landbuild along with a quote. He tabled the proposal and talked members through it. Councillor NE raised an issue about the capacity of an existing ditch which helps to take water away from her land, and is concerned that the proposal could make matters worse. She is also concerned that the Equestrian Centre and WSCC should be taking more of a lead in the matter, but GS said that

although her point was well made, this is the whole purpose of the OW programme, which seeks to have Parish Councils taking the lead. After discussion, and given that because of the need to obtain further quotes, the project will be delayed until the next round of funding in April next year anyway, it was **AGREED** to go back to Landbuild with a request that they liaise with NE, with a view to addressing the issue, or providing appropriate reassurances. It was also accepted that this might lead to the proposal having to be revised.

**10. (2018/111) – Village Hall Management Committee (VHMC).** Councillor JB reported that the draft minutes had been produced, but wanted to confirm that the management of the day to day accounts would be handed back to Jenny Gratton shortly. It was noted that these need to be aligned much more closely with the work of the Bookings Secretary, and Jenny has kindly said that she would be happy to take this forward. JB also mentioned that John Parks had agreed to be co-opted onto the VHMC as the third co-opted member, and so would be attending the next meeting on the 18<sup>th</sup> December 2018, where hopefully his appointment will be confirmed.

**11. (2018/112) – Governance matters.** In common with the VHMC who had already looked at the matter at its last meeting, it was **AGREED** to adopt the paper circulated by the Clerk confirming the new constitutional arrangements as between the Parish Council and the VHMC. These will therefore come into effect at the next AGM in May. However, this is subject to one agreed change requested by Councillor NE, which is that the makeup of the VHMC should be four Parish Councillors and three co-opted members. It was also **AGREED** that as recommended by the VHMC the cap for the capital expenditure limit (above which PC authority is required) is set at £6,000.

**12. (2018/113) - Councillors exchange of information/new matters.** HJ raised the issue of issue of professional dog walkers in the Village, sometimes with up to eight dogs. They are generally well behaved, but the numbers seem excessive. However, in terms of public footpaths it was recognised that there is probably not much that can be done about it, although the matter could be taken up with WSCC. A concern about hedge trimmings from a recently cut back hedge was raised, but it was noted that these will be taken to the dump. The problem with the salt bin (see previous minutes) being obscured by overgrown vegetation seems to have been solved, but only by virtue of the fact that the bin has been moved. DH mentioned an issue with the doors to the VH, and informed Council that George Hammond had carried out some remedial work to the inside door. GS mentioned an issue with a raised gas cover, which could pose a danger, but it seems that this may have been dealt with.

The meeting closed at 8.55 p.m.

SIGNED.....Graham Stafford/Jerry Butler  
Chairman/Vice Chairman

***NEXT ORDINARY MEETING: TUESDAY, 4<sup>th</sup> DECEMBER 2018 @ 7.00 p.m.***