

ALBOURNE PARISH COUNCIL [2016]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 1st November 2016, 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), and 2 members of the public (for parts or all of the meeting).

- 1. (2016/127) – Councillor MP formally opened the meeting, welcomed those present, and received apologies for absence.** Apologies for absence were received from Parish Councillors Nick Wergan and Jerry Butler, and Councillor John Allen (MSDC).
- 2. (2016/128) – Declarations of interest.** MP declared a personal interest (of a minor nature) in planning item 6.1 (Squirrels application) as she lives fairly near-by to the property in question.
- 3. (2016/129 – Adjournment for any questions or issues raised by members of the public.** As it was a matter raised by a member of public, MP gave an update on the phone box, and said that representations had been made to keep it. HJ updated the meeting on a tree issue, and confirmed that this had been reported. A member of the public raised a number of strategic issues potentially affecting Albourne, especially planning pressures. He urged the Parish Council to engage with any developers, so as to ensure that any proposals are kept on top of. NE responded by saying that it was important to go through MSDC and the planning process, including the now formally made Neighbourhood Plan, despite the difficulties with the District Plan and the lack of a 5 year housing supply. The Parish Council were involved in the District Plan process, as it had been very actively engaged with the Horsham District Plan process. She also referred to the work on the inter Parishes Group in terms of the ongoing threat from the Mayfields development.
- 4. (2016/130) – Approval of Minutes.** The minutes of the Parish Council meeting held on 4th October 2016 were duly approved and signed, as a true record, by the Chairman.

It was noted that no response had been received to the light pollution issue (at the rear garage in the Street) from the property owner concerned, and the Clerk was asked to find out if this is a matter that the Environmental Health Department at MSDC might be prepared to look into.

5. (2016/131) – To receive reports (if any) from WSCC Councillor Peter Griffiths (PG), and MSDC Councillor John Allen (JA). Councillor Griffiths gave his report as follows – he would not be standing for election at the forthcoming West Sussex County Council elections in May 2017. He is addressing the increased fly tipping issue, since the changes made to the waste disposal sites, with the relevant WSCC Cabinet member, and also raised the issue with MSDC. He is still following up on the school parking issue, and also as regards the monitoring of the waste disposal HGVs using Firland and Winterpick Industrial Estates. He urged the Parish Council to keep pressing forward with Operation Watershed, but acknowledged the difficulties. He is supporting the new highways initiative in terms of improving pavements and dropped kerbs in the County. He mentioned the weight of opposition to the proposed withdrawal of the 3 in 1 card. He updated the meeting on education provision, and the intention to have an all through school system for special needs children. He mentioned the new service for the meals on wheels service, and the Clerk will put something on the website to help advertise this. GS raised the issue of the changes to the County Local Committees, and was concerned that these would be bigger and less frequent, and would be dominated by the Towns and larger parishes. PG said that he had fought the proposals. GS also asked whether WSCC shouldn't be consulted by MSDC on new large developments, as these often could have unexpected and adverse effects on local drainage. WSCC did look at this, but these studies tended to be desk top, whereas it needed site inspections to pick up the problems in reality rather than in theory. There was no report from JA, as he was not present at this meeting.

6. (2016/132) – Planning matters.

6.1 Six planning applications were considered, and the plans and relevant policies presented and discussed. It was therefore **RESOLVED to comment to MSDC as follows:-**

PROPERTY	PROPOSAL	AGREED RESPONSE
AE/DM/16/3927 – Squirrels, the Street	Proposed remodelling of existing dwelling to include ground floor extension and the addition of a new first and second floor. Also to include a balcony to the rear elevation on the second floor.	Albourne Parish Council supports the principle of redevelopment for Squirrels. However, unfortunately we cannot support the design as submitted in this particular application. The proposed building is excessively high and overbearing, and the design is overly utilitarian. It does not therefore comply with Policy B1 of the Mid Sussex Local Plan 2004. As an aside however, the Parish Council believes that a 2 storey building designed more with the Sussex vernacular in mind, would be more appropriate in this Conservation

		Area. The Council feels that the current proposal does not comply with the Conservation Area aims set out in the made Albourne Neighbourhood plan, in that the proposed design is not sympathetic to the character and setting of the Conservation Area.
AE/DM/16/4039 – Gallops, the Street	Erection of a single storey, three bedroom dwelling and detached triple-bay garage (amendment to planning permission 09/0879/FUL to delete approved basement level, together with associated elevational changes).	Albourne Parish Council notes that this application is supported by the MSDC Conservation officer and so it has no objections to these proposals.
SDNP/16/04892/FUL – Wykenhurst, Shaves Wood Lane	Retention of residential mobile home.	Albourne Parish Council supports the comments made by planning officer Andy Clarke in relation to this application. If permission is granted the old mobile home should be removed within an agreed time period (less than 1 year), the use of the mobile home should be limited solely to the landowner, and in addition, we would ask for conditions prohibiting the mobile home being replaced by a permanent dwelling at any point in the future.
AE/DM/16/4008 – Land north of Magnolia House, Henfield Road	Erection of single family dwelling and new vehicular access to London Road.	Albourne Parish Council objects to this application, which is located in a countryside area of development constraint. The previous application on this site for a 2 bedroom bungalow was refused by MSDC on the grounds that it would cause harm to the visual characteristics of the area. Whilst this was overturned on appeal, the planning inspector stated that 'the visual impact would be limited due to its single storey form and it would appear less bulky and subservient when viewed against the two storey dwellings located in the vicinity of the site'. The proposed 2 storey dwelling will be much more prominent in this location and would have a far greater and unacceptable visual impact. Also, the building line with the newly developed houses has been lost as this dwelling is set

		further north on the site. In addition, we strongly oppose access to the new dwelling via the B2118. This together with the significantly enlarged building would give a view of creeping urbanisation towards Sayers Common in an area which is defined as a local gap.
AE/DM/16/3239 – 22 Hunters Mead	First floor extension, rooms in the roof with rear dormer and side gable. (Amended plans received 17/10/16 showing the proposed rear dormer replaced with three smaller dormers and the addition of an end gable window.	Albourne Parish Council has no objections to this application.
AE/DM/16/4407 – 1 Albourne Farm Cottage, Shaves Wood Lane	Discharge of section 52 Agreement.	Albourne Parish Council has no comments to make on this application.

6.2 On the Firsland Industrial Estate Park planning application, NE said that there is still nothing she can report, as the matter is ongoing. It was noted that the item on the website requesting the reporting of HGVs outside approved planning hours, had not resulted in any responses. It was agreed that one property owner, who lives right on the main road, should be contacted in order to encourage the reporting, and the Clerk would send a letter accordingly. A member of the public present also agreed to keep a log of HGV transgressions using date/lorry firm/time. In the meantime, Councillors agreed to spread the word to friends and neighbours

6.3 On current planning and planning enforcement matters, it was agreed that Albourne Equestrian Centre, Foxglove Cottage, the track near Bishops Place, and the P J Brown lorries in a field near Twineham Lane, could be closed, and so removed from the schedule. The field off Albourne Place, and the issues at Copyhold Farm, had been updated by reference to email correspondence with MSDC, and these had been circulated. The Clerk needed to check up as to where the environmental issues on the latter, had got to. On the Breechlands issue, where the build up of materials on the land had once again been reported, the Clerk would need to check whether there were any restrictions on outside storage in the planning consents for the property. However, it was noted that this often is temporary, in that the materials are left on the site, and then collected for use. It was agreed that the leisure shooting activity at Q Leisure Park will need to be monitored, but that no action was necessary at the present time.

7. (2016/133) – Finance report and matters.

7.1 The financial summary and the Bank reconciliation for the month, were received, noted, and approved. It was noted that on this occasion the papers had been prepared from the cash book, as the Bank statements for the month had not yet arrived.

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

AMOUNT	PROCUREMENT	PAYEE
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£410-63	Clerk's salary + on costs (September 2016)	West Sussex County Council
£70-94	HGV signs x 2	Nuneaton Signs Ltd
£189-08	Payment 2 (of 2) annual street light maintenance contract	Streetlights

7.3 The proposals for imposing a referendum on Towns and Parishes wanting to increase the annual precept by more than 2% was discussed. However, at present the thresholds are set very high (Councils with precepts over £500,000), and so the proposals are not likely to impact yet on Albourne. It was therefore agreed not to respond to the consultation, but to monitor any further changes in the future, carefully. NE commented that she thought that in principle, this was a fair idea, given the fact that it is the use of public funds.

8 (2016/134) – Operation Watershed. Councillor GS said that he was still awaiting a scoping report from WSCC on one of the applications in order to finalise obtaining the quotes. Tim Boxall from WSCC had been down to inspect the Henfield Road, and is looking at the flooding/drainage issues in the road. GS has received recent quotes in respect of the other applications, and these would be circulated shortly. The priority was to do the Oakvale Cottages work first, and then the works outside the Village Hall.

9 (2016/135 – Affordable housing on the garage site near Hunters Mead. (It was noted that the site was owned by Affinity Sutton, who had acquired the land at the time of the housing stock transfer from MSDC. The Parish Council's Neighbourhood Plan objective included the possibility of developing the site for affordable housing. It would be necessary for APC through the Clerk to contact AS, with a view to discussing the plans, and what they might want to do with the site. It was agreed that inviting them to a meeting for this purpose would be the most appropriate forum. On the south hedge bordering the allotment site, it was agreed that the Parish Council would itself look at commission the necessary cutting back work, and the Clerk said that he would seek an estimate from Barcombe Estates Limited. It was noted that some of the higher overgrowth was impinging on the electricity cable, and therefore the responsibility for clearing these areas, would rest with the electricity Company.

10. (2016/136) – Village Hall Management Committee (VHMC). A meeting had been held on 11th October 2016, and the draft minutes would be available shortly. However, the Chairman of the VHMC, Councillor Jerry Butler, had asked that it be reported to Council that the VHMC had agreed the proposed changes to the constitutional changes and relationship issues between the Parish Council and the Village Hall, subject to this being cleared with the Charity Commissioners.

11. (2016/137) – Current issues. (i) On traffic issues, these are ongoing, but there is currently nothing to report. (ii) On signs, it was confirmed that the two "No access for HGVs" signs had been delivered, and that GS had erected one at the agreed position in the Street. It was agreed that the second one would need to be put up, and GS would be looking into this. (iii) on the waste disposal bin for installation at the north bus stop (with the shelter), it was noted that the Clerk is still waiting to hear from WSCC about whether or not a highways License will be required. (iv) On the Barleycroft parking issue, MP reported that she had received 11 returns from 18 forms sent out, and that the responses indicated that option 3 (replace a strip of Green at the East end with hard standing for a row of cars) was the

preferred solution. MP would go back to MSDC accordingly, and seek a meeting with David Harper to discuss the next steps.

12. (2016/138) – Meetings schedule for 2017. The schedule of meetings for 2017 was presented and approved. This maintains the tradition of having Parish Council meetings on the first Tuesday in each month. The Clerk was asked to ensure that a copy is sent to Councillor John Allen (MSDC), and to Councillor Peter Griffiths (WSCC) as he will still need to know the dates up to May (the date of the WSCC elections).

13. (2016/139) - Councillors exchange of information/new matters. GS asked that planning application papers now be sent directly to the Parish Council, i.e. either to the Clerk or a member of the Council. It was noted that previous arrangements were as a result of the hiatus in the Council not having a Clerk for a period some years ago. NE said that it wouldn't really be sensible for them to go the Clerk as he does not live in Albourne and would be concerned by any delay in getting them to her. The Clerk said that he would look into the matter with MSDC. HJ referred to the email correspondence about the Oak trees in Church Lane, and the possibility of applying for Tree Preservation Orders. The footpath closure order, which the Clerk had today posted on the noticeboard, was noted. On the footpath no.12 repairs issue, she confirmed that the installation of the hand rail had been agreed.

At this point, the Parish Council resolved under standing orders to move into closed session in view of the confidential nature of the business to be discussed under the next item, and so the Clerk and those members of the public still present at the meeting left the room.

14. (2016/140) – Clerk' terms and conditions of employment

(This is the subject of a separate confidential minute.)

The meeting closed at 9.20 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 6th DECEMBER 2016 @ 7.00 p.m.