

# ALBOURNE PARISH COUNCIL [2017]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 5<sup>th</sup> September 2017, at 7.00 p.m.

*Present:* Cllr Graham Stafford (GS) – Chairman  
Cllr Jerry Butler (JB) – Vice Chairman  
Cllr Nikki Ernest (NE)  
Cllr Di Howard (DH)  
Cllr Heather Jordan (HJ)  
Cllr Suzi Sawyer (SS)

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

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- 1. (2017/098) – Councillor Stafford formally opened the meeting, welcomed those present, and received apologies for absence.** Apologies for absence were received from Councillor Joy Dennis (West Sussex County Council), and Councillor Judy Llewellyn-Burke (Mid Sussex District Council).
- 2. (2017/099) – Declarations of interest.** There were none declared on this occasion.
- 3. (2017/100) – Adjournment for any questions or issues raised by members of the public.** A resident asked if the HGV unsuitability signs could now be erected at each end of the Village, and GS will look into this. The missing demarcation post at the Common Copse land, should be put back, but see the separate minute below. The recent retirement Village exhibition was mentioned (on the former Garden nursery site), and Councillors had attended. However, there is no planning application as yet, and it may be that the proposal will change. It was thought by a member of the public that there were far too many units. Also, there are clear sustainability and infrastructure issues. It was noted that the proposal comes from a new owner of the land, Vortal having sold it on.
- 4. (2017/101) – Approval of Minutes.** The minutes of the Parish Council meeting (Planning) held on 8<sup>th</sup> August 2017 were duly approved and signed, as a true record, by the Chairman.
- 5. (2017/102) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** None, as neither

Councillor was present, but written reports on updated matters had been sent respectively, and are available from the Clerk.

**6. (2017/103) – Vacancy on the Council** – It was noted that following the resignation of Cllr Nick Wergan for personal reasons, a casual vacancy had arisen on the Parish Council. A statutory notice dated 29<sup>th</sup> August 2017, has been published, and if no by-election is called under the terms of the public Notice by 18<sup>th</sup> September 2017, the Parish Council may proceed to fill the vacancy by co-option. It is hoped that this may be possible at the next meeting in October, if there are any suitable applicants for the position.

**7. (2017/104) – Planning matters.**

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

<b>PROPERTY</b>	<b>PROPOSAL</b>	<b>AGREED RESPONSE</b>
AE/DM/17/3123 The Old Sand Pit, London Road	Proposed two storey, partially buried dwelling, with driveway access and associated hard and soft landscaping.	Albourne Parish Council objects to this application. The proposal is located in an area of countryside development constraint, and the site is close to, and visible from, the South Downs National Park. The proposed dwelling is not of any architectural merit, and in fact is somewhat 'functional', and out of keeping with the local area. The application therefore conflicts with policies ALC1, ALC2 and ALH1 of the Albourne Neighbourhood Plan, and policy B1 of the Mid Sussex Local Plan.
AE/DM/17/3253 Squirrels, the Street	Erection of 1.8 metre high perimeter fence.	It is unclear from the plans exactly where the fencing is proposed to be located. Accordingly, Albourne Parish Council would object to the application if the fencing is to be outside the tree line surrounding the property. We would not object however, if it is to be situated inside the tree line, so long as no works to the trees are necessary. It should be noted that this site is in the Conservation Area and so any cutting back/removal of trees

		would require separate planning permission.
AE/DM/17/2285 1 Butts Cottages	Proposed single storey side extension. (Amended plans received 21.08.2017.)	Albourne Parish Council has no objections to this application.

7.2 On the Firsland Industrial Estate HGV issue, NE confirmed that the meeting with WSCC representatives, including Cllr Joy Dennis (JD), Woodmancote Parish Council, and 3 residents from Lanehurst had taken place. Specific actions from the meeting had been agreed - JD is going to obtain the number of HGV movement data. WSCC need to prove their claim that it is merely 48 a day. It seems that the Planning Consent may have been given on spurious information. It needs to be investigated if the lorries are processing more than permitted, or are not being fully used, thus leading to more movements than necessary. Depending on the outcome of the further actions, it may be that the Parish Council will have to take legal advice, if ultimately WSCC do not review the situation, and revise the Planning Consent. JD is looking at the possibility of having a 20 mph speed limit though the Village. If she can take this through is an urgent item, it does not need to go through the County Local Committee. She is also looking with officers, at measures to prevent lorries parking up along Albourne's roads. There is a possibility of weight restrictions along Reeds Lane, but the Parish Council would not be in favour of any measure which brings even more traffic to the Village. It was noted that sadly, the Speed Indication Device (SID) had been stolen before any of the data could be downloaded. This has been reported to the Police. On the possibility of the Parish acquiring its own SID, JD is seeing whether there is any highways s.106 money that could be used. It was agreed to put the question of buying one on hold until then. In the meantime, the Clerk confirmed that if one is purchased, it would have to be added to the insurance inventory.

7.3 On current planning, and planning enforcement matters, it was noted that the application (DM/17/1968) at land north of Lanehurst Cottage, Twineham Lane had been approved by MSDC. The application at Wick Farm House, Truslers Hill Lane (DM/17/2609) had been withdrawn. The application at the Lodge, Truslers Hill Lane (DM/17/2582) had been refused. On the issue of the listed buildings (sheds) on land at Bishops Place, the Clerk noted that he had not had any response from the Conservation Officer to his email in July, and so was asked to chase it up. It was also noted that the container is back on the land at High Cross, and in view of the Enforcement Officer's previous response, this needs to be reported, which the Clerk will do.

7.4 On the progress of the District Plan, Cllr NE reported that there was nothing much to add to the minutes of the last meeting in August. It was noted that the Clerk and NE will be attending an update seminar at MSDC on 13<sup>th</sup> September. However, in broad terms, the recommendations of the Inspector (modifications) will need to go out for further consultation. It is hoped that the Plan can be approved towards the end of the year. NE indicated that there will be a need to set up (in due course) a Neighbourhood Plan Working Party to look at the implications of the changes to the housing numbers on the Albourne NP.

## **8. (2017/105) – Finance report and matters.**

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

8.2 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 (August 2017)	West Sussex County Council
£216-00	Grass cutting (6 of 12)	Barcombe Landscapes Limited
£50-00	Two places for planning training at Hurstpierpoint and Sayers Common Parish Council to be held on 10.10.2017	Hurstpierpoint and Sayers Common Parish Council
£13-37	Fixing of SID machine to post, and Coronation plaque to tree	Graham Stafford (reimbursement – Ernest Doe, and Toolstation)
£11,757-44	Operation Watershed works (ring fenced to WSCC OW grant)	Landbuild
£12-00	Copying of Agenda and minutes for Annual Parish meeting 2017	Lindfield Parish Council (use of photocopier)

**9. (2017/106) – Operation Watershed (OW).** Councillor GS said that he had received a very comprehensive report from Conways regarding the investigation of the gullies. However, the ID numbers they have used for the gullies, is different from WSCC's system, so these will need to be matched up. This will be a painstaking process. It was also noted that some surveys could not be completed, as there appeared to be blockages. It now needs to be considered in view of the report, which remedial works should be done, and these will require further OW grant money. GS is also still awaiting the scoping report from WSCC regarding the Reeds Lane issue. It was confirmed that the two gullies in the Street outside the Village Hall had been done, and paid for directly by WSCC. The work appears to be doing the trick, but the next major rain event, will be the true test.

**10. (2017/107) – Common Copse land in the Street (owned by West Sussex County Council).** Cllr GS reminded everyone of the history of the matter (see previous minutes). The meeting of stakeholders had been duly held on 22<sup>nd</sup> August, and this had been a constructive and amicable event. It was agreed to delineate the boundary between the WSCC land, and the private land, by placing railway sleepers. It was accepted that the WSCC Tree expert will make the final decision on the condition of the "cankered" tree, and whether or not it needs to be felled. In terms of the WSCC land, County is happy that the Parish Council takes over the management of the land, as it cannot afford to spend any money on it. It was agreed that as a local resident had volunteered to turn the land into a mini nature reserve, this would be the best way forward. Finally, it was noted that there is some "no mans" land that no one appears to be own, and it may be that this will be the subject of a future legal claim.

**11. (2017/108) – Village Hall Management Committee.** It was noted that a meeting had been held on 29<sup>th</sup> August 2017, and that the draft minutes will be available shortly. However, Cllr JB indicated that the VHMC had gone back to the proposal that the garage (storage) should be replaced in the same place, as this would make it easier in terms of the consents that would be needed. The Parish Council noted and agreed with this. There was an issue

with the grass cutting in advance of Village Day on 9<sup>th</sup> September, but this was in hand. The transfer of the Premises License (for the Pop up Pub) to the VHMC is ongoing, but there are some issues to resolve. Cllr HJ asked about the liability of individual Councillors, and this would need to be made clear in due course. Cllr NE asked about the new governance arrangements as between the Parish Council and the VHMC, and it was noted that these were ongoing, but could be changed depending on the License issue. JB agreed that all Councillors would need to know the position, and so the Clerk will take this forward in due course. In the meantime, previous minutes of VHMC meeting and various briefing papers from the Clerk, refer.

**12. (2017/109) – Current issues.** (i) On traffic issues, this had been covered earlier on the meeting, (ii) on the waste bin installation issue, there had still been no word from Tony Steer, and so it was agreed that other arrangements would have to be made. Cllr GS will seek a price from Landbuild for them to carry out the work, and ensure that any services beneath the land were not disturbed, (iii) on the outdated signs issue, Cllr GS said that it may be that direct removal of the signs could now happen, as some equipment had been found for the task. It was noted by Cllr SS that one of the signs is obscured by vegetation, but that WSCCC no longer clear, or clean road signs. The Clerk mentioned that Lindfield has an annual Village Spring clean day, when village volunteers carry out such tasks in order to generally tidy up the Village. This is something for the Parish Council to consider in due course.

**13. (2017/110) - Councillors exchange of information/new matters.** NE raised the issue of progress with the garage site near the allotments, and the Clerk said that he had heard nothing further from Affinity Sutton. The Clerk will therefore chase this up. HJ noted that the hedge at the Millennium Garden needs trimming, and the Clerk will take this up with Barcombe Estates. It was noted that WSCC intend to replace the stile near the Old Rectory with a wooden kissing gate. The tree plaque has been replaced by GS. She said that she wished to stand down as the Tree Warden in May next year. SS noted the broken fence at the Millennium Garden. This has been so for some time, but as people use as a short cut, it was probably not worth repairing, as otherwise a breach would just be made elsewhere. DH asked about the location of the new waste bin, and it was clarified that this was to be near the bus stop on the B2118. JB said that as above, an Agenda item should come forward for a discussion on the accountability and responsibility of Parish Councillors. There is an SSALC publication, which the Clerk will try and obtain copies of. GS mentioned the response of the Enforcement Officer on the agricultural to garden land issue, and asked the Clerk to ensure that the land is monitored by MSDC as promised. The Clerk will pursue this.

The meeting closed at 8.40 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 3<sup>rd</sup> OCTOBER 2017 @ 7.00 p.m.***