

# ALBOURNE PARISH COUNCIL [2018]

---

## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 4<sup>th</sup> September 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), Councillor Joy Dennis (WSCC) (from 8.15 p.m.) and 5 members of the public (for all or parts of the meeting).

---

1. **(2018/082) – Councillor GS formally opened the meeting, welcomed those present, and received apologies for absence.** An apology for absence was received from Mid Sussex District Councillor, Judy Llewellyn-Burke.
2. **(2018/083) – Declarations of interest.** There were none on this occasion.
3. **(2018/084) – Adjournment for any questions or issues raised by members of the public.** (i) There has been a road traffic accident related to the problem of parking at school time in and around the School. There is a particular issue regarding inconsiderate parking in and at the junction of the Street with Barn Close. There is also a problem with parking outside a particular property in Hunters Mead. There is a lack of slow signs in the Street, and more are needed. All these issues need to be looked at in the round as part of the traffic management issues that Councillor Joy Dennis (WSCC) is looking into with the Highways Department. The idea is to come up with a traffic management Plan, (ii) the litter bin in the Street still needs replacing, and the Clerk will investigate this further. It is already on MSDC's collection round, so it should only be the cost of sourcing a new bin.
4. **(2018/085) – Approval of Minutes.** The minutes of the Parish Council meeting held on 3<sup>rd</sup> July 2018 were duly approved and signed, as a true record, by the Chairman.
5. **(2018/086) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** JD gave her report.

Olus has lodged an appeal against the condition at Firland to create a formal a local liaison Group. The faster broadband issue is ongoing, and hopefully there will be a further report to the next meeting. On the Speed Indicator Devices used in Albourne recently, the data will be downloaded and sent to the Parish Council as soon as possible. Albourne will have further use of the SIDs later this year. There is a rota with other Parish Councils. The intended work to the A2300 and the Burgess Hill northern arc projects are in hand. Consultation on the proposals for the A2300 widening is coming up soon. There are some planning issues concerning the height of the new DHL distribution centre. The traffic issues were (above) were discussed again, and it was noted that it is the intention of arranging a meeting (WSCC in the lead) to pursue all the issues, and see what solutions can be found. There is an issue at the High Cross triangle with cars and heavy vehicles being dangerously parked on the corner. This will be looked into as it probably WSCC land. The road surface along Truslers Hill Lane is badly breaking up. There are a number of overgrown footpath issues that need to be dealt with (see further below). The first course of action is for the Parish Council to write to the owners of land (where they can be established). NE raised the issue of the apparent flaws in WSCC's Waste Management Plan, and the perverse planning decisions that were being taken under it. Cllr JD said that she would research the issue and respond in due course. She also intended to raise it as an official question to WSCC probably at a meeting in October. On the School parking issues, the Clerk should write to the School about the issues. Parents needed to be issued with reminders about proper and polite parking. Finally, the issue of the overgrown highway footpath near Butts Cottages was raised again, and the problem of not being able to establish who owns the relevant land. Cllr JD said that she would look further into this issue.

## 6. (2018/075) – 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/18/1408 Moorcroft, Henfield Road **	Proposals for alterations and conversion of existing building to create a single dwelling.	Albourne Parish Council has no objections to this amended application, given that the revised proposals now meet the concerns previously expressed.
AE/DM/18/2811 The Nursery, Church Lane, Albourne **	Variation of condition 2 of planning application DM/18/0635, to allow minor amendments to approved plans and elevations. <i>To note the response agreed under delegated authority, pursuant to Standing Orders (on the grounds of urgency).</i>	On the understanding that the amendments are minor, such as velux windows, and some changes to other windows and the brickwork, Albourne Parish Council has no objections to this application.
AE/DM/18/3173 Highcroft	Variation of condition no. 12 of	Albourne Parish Council has no

(Wellfont), Truslers Hill Lane	planning application DM/17/2713 to allow the change to the garage design and positioning on the plot.	objections to this application, on condition that no additional access points are made or altered, and that the building is used as a garage/store in association with Highcroft House only.
AE/DM/18/3305 18 Hunters Mead	Loft conversion with rear dormer. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.	Abourne Parish Council has no objections in principle to the loft conversion. However we do have concerns on the proposed design of a large dormer extension, rather than dormer windows as implemented in similar properties. We also have concerns about increasing the ridge height in the middle of a row of attached dwellings, even though this is a relatively small increase.
AE/DM/18/3167 Horsham and Mid Sussex Equestrian Academy Stables and Riding School, Henfield Road	Retrospective application for the installation of permanent artificial floodlighting to the outdoor arena.	Firstly, Albourne Parish Council would like to correct some inaccurate statements made in this application, both in the letter from Mr Cornish (Quod) and the MBA Exterior Arena Lighting Survey. The applicant did not notify the Parish Council on the 22nd December of this development. The lighting appeared, with no consultation, and at the next Parish Council meeting, it was resolved to write to the Equestrian Centre in order to request that the lighting situation be rectified. The response the Parish Council received from the Equestrian Centre, as documented in the MBA study, was that the light fittings were already in place and all that had happened was that the fittings had been changed; they couldn't therefore understand what the problem was. However, what was being claimed is clearly not the case, and new lighting had been installed. It should be noted that the Equestrian Centre is under new ownership (as of April 2017), and previously it operated very successfully for over 20 years without this lighting being in place. Therefore, Albourne Parish

		<p>Council strongly objects to this application. The location is in a rural area, and the proposal is completely contrary to the Dark Skies aims in both the Albourne Neighbourhood Plan, and Policy DP29 of the Mid Sussex Local Plan. The detrimental impact of the lighting is not only to the properties immediately around the Equestrian Centre, but also to properties further away who look down onto the site. It also has a significant adverse environmental impact, for example impacting on Barn Owls which flourish in this rural area. We note that planning permission has been requested at this site in the past, and the application has been 2 refused, and dismissed on appeal by the Government Planning Inspectorate. We would also like to highlight that the MBA survey was done in mid-summer when there is considerable amount of leaf coverage, and even then they conclude that the lighting is inappropriate. Also, the technical information on the lighting appears to show that the light being emitted is almost 4 times in excess of what could even be considered for such a rural location. Finally, the Parish Council is aware of the involvement of Mr Jon Lavis, the MSDC Planning Investigations Officer, and we fully support the actions he has taken. Given the background, we would ask that you consult with Mr Lavis before determining this application. In summary, the Parish Council object strongly to this application, and it should be refused in the same way as similar ones have been in the past.</p>
<p>AE/DM/18/3418 Bishops Place, London Road</p>	<p>Construction of 3 bay timber storage facility for smallholding machinery; livestock shelter and</p>	<p>It was reported that this application has been invalidated by MSDC, and</p>

	livestock supplies. Log store attached.	so is withdrawn from this list.
--	---	---------------------------------

\*\* To note the response previously agreed and submitted to MSDC, under delegated authority, pursuant to Standing Orders (on the grounds of urgency).

6.2 On the traffic survey issue, Richard Speller from WSCC is happy to come on board and meet with Councillors. The task now is to look at mitigation measures to see what can be done to alleviate the documented issues. The s.106 funding papers to help with this process are with Cllr JD (WSCC). The Parish now needs to finalise the questions and challenges to WSCC about how they have taken previous decisions. It needs to be considered how best to present this to WSCC (probably an official letter from the Chairman). The first “unofficial” meeting with Olus regarding traffic movements and highway issues to the various industrial sites had taken place in July. The next one is anticipated in October. Commitments (such as re-routing of HGVs) had been made, and the record of compliance so far, has been quite good. The issue of the SIDS (see above) was raised in the context of the Parish Council possibly needing to purchase its own, but they are quite expensive (about £2.5K each). There is an offer from the Police to carry out some speed awareness training, and some interest has been expressed. NE is concerned that some operators on the Firland site are still working out of set hours. The only way to stop it might be to shut the gates at the relevant sites. The Planning Authorities (MSDC and Horsham) are also aware of the position. The situation will continue to be monitored.

6.3 On current planning and planning enforcement matters, it was reported that there are no current enforcement matters that need action. The Clerk has circulated details of planning consents recently issued by MSDC (DM/18/1807, Q Leisure (eco pods) – consent granted. DM/18/1954, Westwinds, 1 Leyfield (revised scheme for extensions) – consent granted.

## 7. (2018/087) – 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 (August 2018)	West Sussex County Council
£6-00	Photocopying for defibrillator training leaflet	Lindfield Parish Council
£180-00	Grass cutting x 5 (5-9 of 12)	Barcombe Landscapes Limited
£427-83 *	Clerk's salary + on costs (July 2018)*	West Sussex County Council*
£30-00*	Clearance of the Medieval Pound*	Mick Golbey (reimbursement to Graham Stafford)*
£144-00*	Grass cutting x 4 (1-4 of 12)*	Barcombe Landscapes Limited*

\* For information only. These invoices have been agreed and paid, since the last meeting on 3<sup>rd</sup> July 2018, under delegated authority, pursuant to the Council's Standing Orders (as there was no meeting in August 2018).

**8. (2018/088) – Current issues.** (i) The Clerk reported that he had been informed by MSDC that the installation of the new play equipment (climbing frame) in the Recreation Ground (play area), should be carried out during the course of next week, (ii) on the issue of dog fouling, it was felt that providing more signs would detract from the look of the Village, and may not be very effective anyway. It was up to dog owners (whether from the Village or outside) to be responsible – any issues can be noted and reported. The Clerk will continue to look into providing a new waste collection bin near the footpath at Church Lane, (iii) there was a mixed reaction to the success of the MSDC waste collection freighter on 29<sup>th</sup> July 2018. It was felt that there were too many restrictions on items. On reflection, and appreciating that there is a lot of pressure and competition from other Parish Councils, it was not a particularly good date. However, it was **AGREED** to repeat the exercise next year (the cost is about £300), but the Clerk will try and secure a more suitable date either in the spring or the autumn, when people are perhaps doing more clearing out.

**9. (2018/089) – Operation Watershed (OW).** Councillor GS mentioned that the Reeds Lane ditching and jetting work started in Monday this week (3<sup>rd</sup> September 2018) as planned, and is going well. On the next phase, the ditches at the Oaks need to be dug out, but there is an issue about what to do with the waste material. It may be that the Equestrian Academy will take it. The issue of landowners consent is still ongoing, but there may be alternatives to get round this if consent is not forthcoming. WSCC is putting pressure on the Parish Council to make the further grant application, but until the issues are resolved, this is not yet possible.

**10. (2018/090) - Councillors exchange of information/new matters.** HJ and SS handed round a note of their suggested replanting/landscaping scheme for the Common Copse land once the area has been marked out by WSCC (this note is available from the Clerk). DS felt that the potential costs would outweigh the benefits. There will be a future maintenance liability, but it may be that Barcombe Estates, who already do the grass cutting, etc., could add it to their schedule, hopefully for a minimal cost. It was agreed that a ball park figure for this would be needed before any final decisions could be made. HJ and the Clerk mentioned the applicant for the vacant allotment, and it was **AGREED** to let the allotment plot to this local applicant. The Clerk will process the relevant paperwork. He will write to one of the existing allotment holders, who had expressed an interest, to let them know. NE raised the issue of the WW1 commemorative silent soldier silhouettes, and felt that the Parish Council ought to have one. They cost £250 as a donation to the annual Pop Appeal. It was **AGREED** to order a WW1 Tommy to erect at an appropriate location (possibly outside the Millennium Garden). SS mentioned the extensive tree cutting back work carried out by MSDC at the back of the Recreation Ground, and said that MSDC had indicated that the area would be replanted appropriately in due course. JB mentioned that the next Village Hall Management Committee meeting will be held on 9<sup>th</sup> October 2018. GS mentioned that there is an overgrown area in Barleycroft, by the salt bin, which needs reporting to MSDC. The Clerk will action accordingly. Finally, GS mentioned that the Vicar at St Bartholomew's Church is retiring shortly.

The meeting closed at 9.20 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 2<sup>nd</sup> OCTOBER 2018 @ 7.00 p.m.***