

ALBOURNE PARISH COUNCIL



You are hereby summoned to attend the Parish Council Meeting on Tuesday, 7th July 2026 at 7.00 p.m. in the Village Hall

(The meeting is open to members of the press & public)

SIGNED.....*Iain McLean*.....The Parish Clerk
Iain McLean

AGENDA

1. The Chairman of the Parish Council opens the meeting, and receives any apologies for absence.

2. Casual Vacancy on the Parish Council.

Following the resignation of Councillor Joy Parks, to note that no election was called in response to the statutory Notice of Casual Vacancy, and so to agree to co-opt a suitable applicant for the role of Councillor, onto the Parish Council, and to invite that person to take his or her place on the Council accordingly.

3. Councillor representation on the Village Hall Management Committee (VHMC).

To note that that the constitution provides for 5 Councillor places on the VHMC. Currently, there are only three filled. It is therefore recommended that Councillor Dave Robson (previously a co-opted member of the VHMC) is appointed as the Council's fourth member, to serve on the Committee with immediate effect.

4. Declarations of interest.

To receive any declarations of interest from Members of the Parish Council.

5. Adjournment for any questions or issues raised by members of the public.

To include a proposal relating to encouraging house martins in the Parish and the possibility of making a grant towards installing some artificial nest cups.

6. Approval of Minutes.

To receive and formally approve the minutes of the Parish Council meeting held on 2nd

June 2026 (as previously circulated) – to consider any matters arising from the minutes not otherwise on the Agenda.

7. Q and A session with:-

1. MSDC – Cllr Geoff Zeidler (see also his latest written report, if available, as may have recently been circulated to members).
2. WSCC – Cllr Rodney Jackson

8. Planning matters.

1. To consider the four planning applications below and to decide on the responses to Mid Sussex District Council (and where appropriate West Sussex County Council, and the South Downs National Park Authority):-

APPLICATION NO.	PROPERTY	PROPOSAL
DM/26/1386 (comments to MSDC by 29/06/26)	7 Wellcroft Cottages, Church Lane	Proposed enlarged porch to front elevation.
SDNP/25/01961/FUL (comments to SDNPA by 14.07.26)	Eastwood Farm, Shaves Wood Lane	Variation of Condition 2 (plans) related to SDNP/25/01961/FUL to include reducing size of detached dwelling and the installation of additional dormer windows.
DM/26/1373 (comments to MSDC by 10/07/26)	Hogs Croft, London Road	Proposed dropped kerb and the creation of a new vehicular access.
DM/26/1589 (comments to MSDC by 21/07/26)	Hamiltons, Church Lane	T1 Lime - reduce overall crown height by 2m and thin by 10% where necessary throughout. Remove all epicormic growth back to base of the trunk.

2. (i) To receive a report/update on any outstanding traffic and highway issues, and to take any necessary decisions. (ii) To review the position with regard to the ongoing proposal to reduce the speed limit on the B2116 (by way of a Traffic Regulation Order, or other means) down to 20 mph on the relevant stretch and to review alternative options as discussed at previous meetings.
3. To receive a general report from Councillors and/or the Clerk on any other current planning outcomes, appeals, and/or enforcement matters, District Plan/Neighbourhood Plan issues (both MSDC and Horsham District Council), and to agree any appropriate actions - to include particularly (i) any update on the situation regarding the examination of the District Plan, and (ii) any updates on the progress of the Sayers Common Village development proposal, and reports of meetings held or forthcoming events in order to take these matters forward.

9. Finance report and matters.

1. To receive an update on the current financial position/Bank reconciliation

statement. ***[Attachment: financial summary circulated]***

2. To approve payment of the invoices and to make the payments. ***[Attachment: list circulated]***

3. Related to item 2 above, to agree to purchase two high visibility jackets for the Operation Speed-watch volunteer operatives.

10. Delegated Authority. To note for the record (i) the decision taken under delegated authority as set out in the Council's Standing Orders to commission Obtrada to lay down two traffic loops on Truslers Hill Lane/ Shaves Wood Lane at the quoted cost. The decision to carry out this project has previously been taken by full Council at a previous meeting. (ii) The decision taken to instruct a contractor to clear the non-green rubbish from the allotment site, following the recent tidying up of the site.

11. Current issues. To discuss any updates, and to take any appropriate decisions/actions regarding current issues (see minutes of the last meeting, and the latest rolling list of actions as recently circulated by the Chairman).

12. Councillors exchange of information/new matters raised by Councillors.

(Dated and posted 1st July 2026)

To: *All members of Albourne Parish Council*
c.c. *Parish Council notice-board*
Albourne Parish Council website
Cllr Rodney Jackson; WSCC Ward Councillor
Cllr Geoff Zeidler; MSDC Ward Councillor