

# ALBOURNE PARISH COUNCIL [2026]

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## Minutes of the Parish Council meeting of Albourne Parish Council

held on: Tuesday, 3<sup>rd</sup> February 2026, at 7.00 p.m. in the Village Hall.

*Present:* Cllr John Drew (JD) – Chairman  
Cllr Joy Parks (JP) – Vice Chairman  
Cllr Imelda Spencer (IS)  
Cllr Suzanne Sawyer (SS)  
Cllr John Spencer (JS)

*In attendance:* Iain McLean; Parish Council Clerk (attending remotely via Zoom), and 4 members of the public.

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- 1. (2026/010) - Councillor JD formally opened the meeting, welcomed those present, and received apologies for absence.** Apologies for absence were received from Councillors Shane Axtell and Di Smith, and the reasons accepted. An apology had also been received from Councillor Geoff Zeidler (MSDC).
- 2. (2026/011) – Declarations of interest.** There were none declared on this occasion.
- 3. (2026/012) – Adjournment for any questions or issues raised by members of the public.** (i) A number of negative comments were made about the public exhibition held on 30<sup>th</sup> January regarding the Sayers Common Village development proposal. It felt like a tick box exercise, and has not been thought out. There was concern about the fact that the development will lead to the destruction of nature, rather than enhancement. It may look nice, but will not achieve anything in terms of conservation. Residents are encouraged to fill in the feedback form. (ii) A resident asked if there was any update on the school parking issue. The recent bad weather has made the situation even worse. There is to be a Governors' meeting to prepare an action plan to put to the Parish Council by the summer, but there is no quick fix in the offing as yet. However, the School are doing their best each day, to try and control and manage the parking, even though it can lead to some abuse from parents. It is proposed to ask the local PCSO to visit from time to time in order to remind drivers of their responsibilities, and this will need to be co-ordinated with the School. (iii) A flooding issue on the B2116 at the junction with High Cross was raised by a resident. There is a broken drain under the road. WSCC has been aware of the problem for some time now, but no action has yet been taken. This is part of a number of flooding issues in the Parish. It is especially bad again at Oakvale Cottages on the Henfield Road, and this is not helped by landowners filling in ditches or

not taking their riparian responsibilities seriously. The Clerk will be taking all this up with Operation Watershed, in case there is any way that this initiative could once again help with remediation projects.

**4. (2026/013) – Approval of Minutes.** The minutes of the Parish Council meeting held on 6<sup>th</sup> January 2026 were duly approved and will be signed off, as a true record, by the Chairman as soon as possible.

**5. (2026/014) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Geoff Zeidler (GZ).** There were no reports as neither Councillor was present at this meeting.

**6. (2026/015) – Planning matters.**

6.1 One planning application was considered, and the plans and relevant policies presented and discussed. It being proposed by Cllr JS and seconded by Cllr SS, the Council therefore ***RESOLVED to comment to MSDC as follows:-***

PROPERTY AND APP. NO.	PROPOSAL	AGREED RESPONSE
DM/25/2545 – 3 Cottage Homes, Truslers Hill Lane	Proposed two storey extension to the side of the property and replacement garage.	Albourne Parish Council has no objections to this application, subject to appropriate conditions that address the known surface water flooding problems in this area, which will only otherwise be exacerbated by new building on the subject property.

6.2 On current traffic and highway matters, these will be deal with under agenda item 9 below.

6.3. On items (i) and (ii) regarding the progress of the District Plan and the master-planning for the Sayers Village development proposal, Cllr JS gave an update. There has been a particular focus on the increased flooding risks of the development. The intention is to create a Flood Management Strategy, by putting together an overview of all the problems in the Parish. A significant local business, Avtrade (based off Reeds Lane) who have not been consulted at all in the process by either MSDC or the developers, has offered to help with this, as they have some good knowledge of e.g. Reeds Lane, and have some extensive drone footage of flooding in the area. This will help support the Parish Council’s concerns, when it comes to inputting the District Plan, particularly around the flooding issue, and also the increased traffic generation problems. It was noted that one of the provisions of the National Planning Policy Framework requires that development cannot take place if it causes water runoff to invade neighbouring land or properties. There is also a wider concern that the current infrastructure proposed simply does not support a development of this size and complexity. On the District Plan examination process, there is a full note about this on the website and Albourne Connected, but the hearings will begin again on the 24<sup>th</sup> February. Overall, the Parish Council continues to question the viability of the proposal.

## 7. (2026/016) – 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
£622-77	Clerk's salary + on costs (January)	West Sussex County Council
£126-00	Repairs to column C streetlight (in the Street, near the VH) – replace bulb and test	Streetlights

On a question from Cllr JD, the Clerk said that the bank balance at this stage, was a little below what has normally been the case as the end of the financial year approaches. However, it has been an expensive year so far, particularly with the planning consultancy costs, but there is nothing to be concerned about at this stage.

**8. (2025/017) – Report from Village Hall Management Committee (VHMC).** There was a VHMC meeting held on 27<sup>th</sup> January. The Chairman was not present, but it was reported that the Hiring Agreement, along with the new hiring rates, had now been seen to the Under 5s Group. The draft minutes have been circulated to members and will be posted on the website in due course.

**9. (2026/018) – Current issues.** Cllr JD went through the rolling list of actions, and updated the document as necessary. This will be published separately. The main updates are (i) traffic and speeding issues are wrapped up in the Sayers Common development proposals, and remain under review, (ii) the School parking issues have been discussed, but the proposal for flashing warning lights is favoured option if all else fails, (iii) three Speed-watch sessions have been arranged, (iv) the path clearance on the B2118 towards Muddleswood still needs finishing, and Tim Boxall (WSCC) is on the case, (v) on the allotments water supply, costs have been estimated through Cllr SS and Peter Holding, and it was **AGREED** to spend £140 on the necessary bits and pieces for renewing the water butt and guttering at the site (invoices are awaited), (vi) the fallen bird box still needs putting back, and the Clerk will chase up Glendale, (vii) the state of the roads and gullies, with mud and leaves on a number of local roads, especially on the B2116 lay-by, needs pursuing with WSCC and MSDC. Some work has been done, but it needs constant monitoring, (viii) the Under 5s hiring rates issue for the Village Hall can be taken off, as this has been done, (ix) the dropped gully by the School has been reported to WSCC again, and is under review following the previous repairs, (x) the state of the hedges at the gaps at Hunters Mead and the Recreation Ground needs to be reported again, (xi) the collection of Speed Indication Device (SID) data is ongoing.

**10. (2026/019) - Councillors exchange of information/new matters.** (i) Cllr SS referred to the fact that vehicles are queuing down Truslers Hill Lane in order to enter the Wickwoods Club, and effectively blocking the road for other users. It seems clear that the additional car parking arrangements are not dealing with the pressure of the use of the Club at certain times, and there needs to be better management of the site. The Parish Council will consider further intervention if necessary. (ii) Cllr JP reminded members that she will be stepping down from the Council in May, and the Council needs to be thinking about recruitment. (iii) Cllr JS asked about the allotments situation, and had noted that there are

residents in Sayers Common and elsewhere that might like an allotment. There have been two vacancies in Albourne for some considerable time now, although when the allotment site is tidied up in the spring it may become a more attractive proposition. Currently the Parish Council's rules on allotments require a plot holder to be resident in the Parish, but this could be changed if necessary. (iv) Cllr JD asked that the March meeting be moved to Wednesday, 4<sup>th</sup> March 2026, and this was agreed, provided the Hall is free on that evening.

The meeting closed at 9.10 p.m.

SIGNED.....John Drew/Joy Parks  
Chairman/Vice Chairman

***NEXT ORDINARY MEETING: TUESDAY, 3<sup>rd</sup> MARCH 2026 @ 7.00 p.m.***

*(Note: This meeting has reverted back to its original date as the Hall is not available on the 4<sup>th</sup> March.)*