

ALBOURNE PARISH COUNCIL [2026]

Minutes of the Parish Council meeting of Albourne Parish Council

held on: Tuesday, 6th January 2026, at 7.00 p.m. in the Village Hall.

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

In attendance: Iain McLean; Parish Council Clerk (attending remotely via a telephone link), Councillor Geoff Zeidler (MSDC), and 3 members of the public.

1. **(2026/001) - Councillor JD formally opened the meeting, welcomed those present, and received apologies for absence.** Apologies for absence were received from Councillor Shane Axtell just before the meeting, and the reason accepted.
2. **(2026/002) – Declarations of interest.** There were none declared on this occasion.
3. **(2026/003) – Adjournment for any questions or issues raised by members of the public.** No matters were raised at this meeting.
4. **(2026/004) – Approval of Minutes.** The minutes of the Parish Council meeting held on 9th December 2025 were duly approved and will be signed off, as a true record, by the Chairman as soon as possible.
5. **(2026/005) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Geoff Zeidler (GZ).** An update by Cllr GZ was given as follows- (i) On the waste bins 1-2-3 roll out, MSDC is trying to resolve the problems of some confusion and communication, which residents have experienced. It was noted that the App for people to find out information and details is not always been reliable. (ii) The issue of local Government re-organisation, and the postponed local elections, continues to divide opinion. (iii) On the District Plan a new Planning Inspector has been appointed to complete the examination of the Plan, but happens to be the Inspector who dealt with the existing Plan. There is some confusion as to how he will progress the matter from now on, and so both the Clerk and GZ will seek some guidance from MSDC. For example, will Parish Councils be given any opportunity to input the process? However, it is likely that the overall housing number will have to increase. Even though it is proposed to remove the Duty to Co-operate, the District will still be expected to find some housing provision for its neighbouring

Authorities. (iv) Cllr JP raised the issue of the gully on the B2116 Henfield Road, which is blocking up again because of the lack of any road sweeping. (v) The issue of the removal of the re-wilding area was also raised, and the need to explain the situation to the Parish Council, along with the need to remove the post, which advertised the original initiative.

6. (2026/006) – 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 JD, the Council therefore **RESOLVED to comment to MSDC as follows:-**

PROPERTY AND APP. NO.	PROPOSAL	AGREED RESPONSE
DM/25/3096 - Q Leisure, The Old Sand Pit, London Road	Construction of six padel courts together with a canopy structure; demolition of the existing sheds; and the erection of a clubhouse building with associated store, pergola and outdoor seating area, alongside hard and soft landscaping.	Albourne Parish Council notes the measures taken to mitigate against the effects of the proposal, and so has no objections to this application.

6.2 On current traffic and highway matters, there were no particular updates to report at this meeting. All the outstanding issues remain under review. However, Cllr JD mentioned that data is being collected on traffic volumes and speeds which will help input the evidence for the discussions on traffic and highway concerns coming out of the Sayers Common Village housing development. This data should be in place by the end of next week.

6.3. On items (i) and (ii) regarding the progress of the District Plan and the master-planning for the Sayers Village development proposal, this had been discussed at minute 5 above. However, Cllr JS reported on the latter, that there are ongoing liaison meetings between the Parish Councils and the individual developers, and meetings with the main developer (Berkeleys) and MSDC officers. The idea is to have the Master-Plan in place in the next few months. The Parish Council will look at ways of communicating all the relevant information and updates to the residents, e.g. by Albourne Connected, and Cllr JS said that he would be prepared to draft something for this.

7. (2026/007) – 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 (December)	West Sussex County Council
£52-00	Annual registration fee for the	Information Commissioner

	Parish Council being a data controller under GDP Regulations	
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7.3 The proposed budget for 2026/27 was considered and discussed. It was proposed that in the main the existing budget heads were appropriate, but that several should be increased. The variances were shown in red. Overall, the budget has therefore increased slightly (a new budget head has been added in for flooding issues in the Forward Plan), but the financial situation remains stable and the budget can be absorbed. On this basis it was **RESOLVED** (with Cllr JS proposing and Cllr JP seconding) to agree the budget as recommended by the Clerk.

7.4 The tax base for Albourne Parish for 2026/27 was noted and considered. It has gone up again very slightly from the current year meaning a very small decrease in the council tax bills for this element of the charge. However, after discussion, and in the light of the budget, it was **RESOLVED** (with Cllr JS proposing and Cllr JP seconding) to keep the precept for 2026/27 at the same level as for 2025/26 (£15,022), and the Clerk was authorised to respond to MSDC accordingly (by the deadline date of 31.01.26).

8. (2026/008) – 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) whilst not on the list, the recent power cut in Albourne was referred to, and the fact that the cause was vandalism of some power lines. The Parish Council will look into restoring the post at the entrance to the footpath by Yew Tree Cottage, in order to try and prevent unauthorised vehicular access to land, as this may have been the way in which the power lines were accessed. (ii) On the footpath along the B2118 down towards Muddleswood, which needs clearing of overhanging vegetation, WSCC has been in touch with adjoining landowners in order to remind them of their responsibilities. (iii) Further contact will be made with Clarion about the guttering repair, and the water butts at the allotments site. (iv) The new bus shelter on the B2118 has been installed and completed. The Clerk will seek delegated authority under Standing Orders to settle the invoice, and this will be reimbursed from the outstanding s.106 fund held for the benefit of Albourne by MSDC as agreed by the District Council. The payment will be formally reported to the next meeting of the Parish Council as required. (v) On the clearance and tidying up of the allotments site, a further option will be looked at, and Cllr SS said that she would have a word with Peter Holding in order to see if he may be able to help. (vi) On the cleaning of street signs, WSCC has said they will not act on this, and so the Parish Council will look into doing this itself at some point in the future. (vii) On the continued need to trim and deal with the damage to the trees on the Recreation Ground, the Clerk will take up with Glendale, although it should be fairly obvious where the affected trees are. (viii) The working Group looking into the hiring rates of the Under 5s Group for the Village Hall has met and reported. Their recommendations are going to the next meeting of the Village Hall Management Committee with a view to them being implemented.

9. (2026/009) - Councillors exchange of information/new matters. It was noted that as previously agreed and authorised by the Parish Council, the three directional finger-post at High Cross will be repaired and re-installed in the spring, when the weather is more clement. Cllr JP said that she has reported to WSCC a damaged, rusty sign on the B2118, and a road sign that has been left in situ following some road-works. Finally, it was noted that a tractor has damaged the wooden structure on the foot path running parallel and to the south of Church Lane, Path Number ALB-19-1AL, along Church Lane, and this needs to be

further investigated.

The meeting closed at 8.40 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 3rd FEBRUARY 2026 @ 7.00 p.m.