

ALBOURNE PARISH COUNCIL [2018]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 3rd July 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 John Drew (JD)

In attendance: Iain McLean (Parish Council Clerk) and 5 members of the public (for all or parts of the meeting).

- 1. (2018/070) – Councillor GS formally opened the meeting, welcomed those present, and received apologies for absence.** An apology for absence was received from Parish Councillor Di Howard, and the reason accepted. An apology for absence was also received from Mid Sussex District Councillor, Judy Llewellyn-Burke, and from West Sussex County Councillor, Joy Dennis.
- 2. (2018/071) – Declarations of interest.** There were none on this occasion.
- 3. (2018/072) – Adjournment for any questions or issues raised by members of the public.** (i) The Council was reminded of the invitation to St Bartholomew's Church Open Day on Sunday 8th July 2018, (ii) the issue of the parking in the Street between Hunters Mead and Barleycroft was raised. This is causing excessive narrowing of the road, and could obstruct emergency vehicles, and refuse vehicles. Also, the high grass verges are being eroded. The Clerk will pursue this matter once again, with the relevant authorities, (iii) there is a crack in the wall of the Medieval Pound (which the Parish Council owns) that is getting bigger and more obvious. The flints are also falling out. As this is a historic monument, it may be that grants are available for repair (see also later in these minutes), (iv) on the Common Copse land, WSCC has sent a draft License for the re-planting scheme to be undertaken by the Parish Council. However, the plan still needs measurements, and the exact area needs to be marked out, and secured on site. The Parish Council will confirm details of the proposed replanting in due course, (v) the work going on at Pondtail Wood was raised (see previous minutes) but it was noted that this seems to be remedial work already accepted within the License granted to the new owner, and that the South Downs National Park Authority is aware of the position, and

keeping a watchful eye on developments.

4. **(2018/073) – Approval of Minutes.** The minutes of the Parish Council meeting held on 5th June 2018 were duly approved and signed, as a true record, by the Chairman.
5. **(2018/074) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** There were none on this occasion, although JD had previously submitted a written report, which was circulated to Councillors, and which is available from the Clerk.
6. **(2018/075) – Planning matters.**

6.1 Two 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/18/2298 - 1, Gallops Mews, the Street | Row of Cupressus Leylandii - to be felled and roots removed by stump grinder. Leylandii to be replaced by Taxus Baccata (Yew). Prunus Laurocerasus to be felled. | Albourne Parish Council has no objections to this application. |
| AE/DM/18/1807 - Q Leisure, the Old Sand Pit, London Road | Installation of 9 eco-pods. | Albourne Parish Council has no objections to this application, subject to planning conditions limiting the use of the pods to holiday overnight stays only, and that there should be no external lighting at the site. |

6.2 On the traffic survey issue, JD said that a further meeting of the Working Group is scheduled for 10th July 2018. JD will be sending round relevant papers, but the purpose now is to decide the next stage of the Study, mitigation measures, and key questions to put to WSCC. Following correspondence from Olus regarding the refused planning application (for the removal of the liaison Group condition), the Parish Council has (albeit not in the context of a formal Group) been invited to an on-site meeting and tour of the facility. Of the dates given, it was agreed to go for the 19th July 2018. It was felt that this would be two Councillors (NE and JD) along with two representatives from the Village. The Clerk will take this forward. NE had attended the Planning meeting, when the application had been refused, and also referred to an application for a waste site (incinerator) in north Horsham. It was noted that despite the WSCC planning officer stating that it was in accordance with their Waste Plan, the application was refused by WSCC. NE was somewhat confused by the WSCC Waste Policy, and has requested clarification from Cllr JD (WSCC) at the next Parish Council meeting. NE also highlighted recent, further road traffic accidents near the entrance to the site. Finally, JD (of the PC) said that he has forwarded a set of papers, together with a covering note, to Cllr JD (WSCC) in support of the request for Section 106 funding for the study already undertaken by GTA Civils Limited, any further costs associated with traffic

calming recommendations and the costs of implementing such measures. About £21K could be available for Albourne. The matter is therefore in hand, and JD will progress.

6.3 On current planning and planning enforcement matters, NE confirmed that she, Mick Gratton, and the Clerk, had attended a meeting at MSDC on 29th June 2018 in order to discuss the conflict between the housing policy in the Neighbourhood Plan (NP), and policy DP6 of the District Plan. This concerned development proposals outside the built up area boundary, where in some respects the NP was more restrictive than the DP6 policy, and in others, it was the reverse. However, NE's recommendation is that although the discrepancy means that the NP policy might not carry full weight, and that the DP6 policy would take precedence (and that there are unlikely to be any such sites anyway), the NP policy need not be changed at this stage. However, it may be that the NP might need to be amended at a later date, subject to confirmation from MSDC about the process, but most likely when the work by MSDC on producing the new Development Proposals Document (setting out existing and new sites across the District, in order to find the shortfall in the housing number) is complete. There is also a need at some point, to improve the wording of the employment policy in the NP. ***It was therefore unanimously RESOLVED by the Parish Council, to accept and agree NE's recommendation*** and to keep the matter under review.

7. (2018/076) – 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 (June 2018) | West Sussex County Council |
| £150-00 | Website hosting and support 2018/19 | Vision ICT Limited. |
| £360-00 | Transport/planning advice re: Firmland planning & other traffic issues | GTA Civils Limited |

8. (2018/077) – Current issues. (i) On the trees at the back of the Recreation Ground, SS had duly met on site with Greg Sweeney of MSDC. He agrees that the necessary clearing and cutting back of unsafe branches will be done, with some replanting to take place as necessary. This will take some time to do, but it is now on the schedule. He will also try and sort out the Oak tree in the Street (see previous minutes), and the need to prune the large sycamore at Hunters Mead. He would like there to be a dedicated preservation officer contact for MSDC tree maintenance issues, to be on the lookout for tree issues, and to liaise as necessary. It was noted that the contractor's vehicle ruts on the Recreation Ground (see previous minutes) is a different Department, and still needs to be looked at, (ii) the need to carry out some weeding and clearance at the Medieval Pound was noted. It was therefore agreed to authorise GS to look into sourcing the necessary work for this, along with the wall repair issue raised above.

9. (2018/078) – Parish Council Governance documents. Further to the last meeting, the Clerk had duly circulated an amended Risk Assessment document, and the suggested changes were noted and agreed. HJ pointed out however, that one further amendment was required in order to reflect the fact that the Parish now has more than one dog waste bin. Accordingly, it was unanimously ***RESOLVED to agree the amended Risk Assessment document with the approved changes.***

10. (2018/079) – Operation Watershed (OW). Councillor GS mentioned that he had met Peter Griffiths at the recent CLC meeting, and that he would try and assist with regard to the Sayers Common flooding issues. The Reeds Land project (now funded) is scheduled for the early autumn. On the intended project for the B2116, a response is still awaited from the owner of the Oaks, who before allowing access to his land, has sought some guarantee regarding the adequacy of the water flow along the relevant ditches. Landbuild (the contractor working with the Parish Council) is pursuing this issue further, with the appropriate landowners.

11. (2018/080) - Village Hall Management Committee. JB reported that a meeting had been held on 12th June 2018. It was noted that a number of windows in the VH need to be replaced, due to deliberate damage inflicted by air rifle or slingshot (following a report that wrappers have been found). This has been reported to the Police and a crime number obtained. Quotes for the repairs are being obtained. It was noted that a number of VHMC members wanted to rescind the decision to go ahead with just replacing the roof of the garage, rather than the complete structure. JB proposed therefore that the matter would go back to the next VHMC meeting, but that it is possible that the Parish Council (as trustee) could have the final say. In this context, it was noted that the details of the new governance relationship between the VHMC and the Parish Council, still need to be fully implemented. JB and the Clerk will take this forward.

12. (2018/081) - Councillors exchange of information/new matters. NE confirmed that there is an inter-Parishes meeting taking place on Wednesday, 4th July 2018. This will be looking at planning issues at a strategic and common level. There is good representation involvement at District and County Councillor level, not just from Mid Sussex, but also Horsham. She had also noted with interest that Homes England (the Government Agency) had unusually purchased the land for the northern arc development around Burgess Hill. Finally, she mentioned that in respect of a recent planning application, she had received an anonymous letter querying the previous status (in terms of use) of the relevant buildings. This has been passed to the Clerk for the appropriate action. HJ raised the issue of footpaths, given the letter recently received from WSCC asking for input on maintenance issues, and a number of suggestions to add to the list were made. Brief consideration was also given to the replanting of the Common Copse land, e.g. elderflower, holly, honeysuckle, but HJ and SS will be coming up with a finalised proposal in due course. JB raised the issue of the need for a new, quieter, projector for the planning applications. It was ***AGREED*** to authorise JB to obtain the necessary quotes for this. GS said that he had attended the County Local Committee (CLC) on 26th June 2018, and found it to be very unwieldy and long, now that it incorporated so many areas. He hoped that with Cllr JD's (WSCC) support, the coverage of the CLC could be re-thought, so that local issues could be given proper time and attention. One matter to report is a proposed new Traffic Regulation Order to prevent car parking around Hassocks

railway station. He also raised the issue of BT cabling work for broadband along Church Lane. He and JD will walk the Lane in order to pick up any issues or concerns.

The meeting closed at 8.40 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 7th AUGUST 2018 @ 7.00 p.m.
(Planning and urgent matters only, if required)***