

ALBOURNE PARISH COUNCIL [2025]

Minutes of the Parish Council meeting of Albourne Parish Council

held on: Tuesday, 1st July, 2025 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 Shane Axtell (SA)

In attendance: Councillor John Spencer (attending by Zoom link), Iain McLean; Parish Council Clerk, Councillor Geoff Zeidler (MSDC), and 3 members of the public.

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- 1. (2025/068) - Councillor JD formally opened the meeting, welcomed those present, and received apologies for absence.** Apologies for absence were received from Councillors Imelda Spencer, Suzanne Sawyer, and John Spencer, and the reasons accepted. An apology for absence had also been received from Councillor Joy Dennis (WSCC).
 - 2. (2025/069) – Declarations of interest.** There were none declared on this occasion.
 - 3. (2025/070) – Adjournment for any questions or issues raised by members of the public.** (i) It was reported that another road sign on Truslers Hill Lane/B2116 junction had been knocked over by a passing vehicle and is now residing in the ditch. This needs to be reported to WSCC, (ii) Following a School Governor's meeting, it was reported that a working group has been set up to look at the parking issues, and to come up with ideas as to how to resolve the problems. The group wants to engage with the Parish Council, probably in September, and it was agreed that the Council representatives would be Councillors JP, DS, and SA, (iii) it was reported that the finger post at High Cross is rotting, and is in need of some maintenance. The Clerk will look into this further and seek some quotes for repairing, (iv) on the District Plan and the Sayers Common/Albourne Village housing development, the Parish Council is involved in a number of ongoing meetings with neighbouring Parish Councils and others. A further meeting with MSDC and the 5 developers is still in the offing. There is a need to firm up on what the Parishes want out of the Master-planning, and there is a particular need to consider how residents are going to be affected by the construction phase, which is inevitably going to be over a long period. It also needs to be clear where any s.106 money will go, and whether or not it will actually benefit the existing communities. In the meantime, there is a concern over speculative planning applications due to the problems

with the District Plan. An observation was made that MSDC need to communicate more effectively with regard to the progress of the District Plan. There may be legal reasons for some delays, but overall, it needs to be better.

4. (2025/071) – Approval of Minutes. The minutes of the Parish Council meeting held on 3rd June 2025 were duly approved and will be signed off, as a true record, by the Chairman as soon as possible.

5. (2025/072) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Geoff Zeidler (GZ). Cllr GZ gave his report. The position on the District Plan and the Sayers Common development had been covered in item 3 above. (i) Cllr JP raised the ongoing issue of the need to cleanse the lay by on the B2116. The gully had been cleared by WSCC, but unless the area is swept and cleansed the gully is likely to keep blocking up. GZ said that there were issues concerning the current contract with Wastematters, but the Clerk will try to progress the issue with them. (ii) Cllr JP reported that an MSDC green waste bin had been abandoned by the Medieval Pound on the corner of the Street with the B2116 and was being filled up by people. It has already been reported so that it can be removed, but the Clerk will also take the matter up with MSDC. (iii) Cllr JP referred to the items of rubbish dumped at the back of one of the properties in Barleycroft, where the gap had been made in the Beech hedge along the footpath. It was noted that apart from warning the property owner, MSDC don't propose to take any further action, but the Clerk will take up the issue of the rubbish with the relevant officer at MSDC.

6. (2025/073) – Review of Governance documents. The Clerk had circulated amended versions of both Standing Orders and Financial Regulations. These had been updated and the recommended documents sent out by the Local Government Associations. The Clerk referred to a number of changes, and explained the reasons behind them. Having considered the matter, Cllr SA proposed that the documents be adopted, and this was seconded by Cllr JP. It was then unanimously ***RESOLVED*** to adopt the documents in their new form, and the Clerk will post them on the website in due course.

7. (2025/074) – Planning matters.

7.1 Five planning applications were considered, and the plans and relevant policies presented and discussed. It being proposed by Cllr JD and seconded by Cllr SA, the Council therefore ***RESOLVED to comment to MSDC and the SDNPA as follows:-***

PROPERTY	PROPOSAL	AGREED RESPONSE
DM/25/1380 - The Old Rectory, Church Lane	Replacement sliding sash windows.	Albourne Parish Council has no objections to this application, and is happy to support the proposal.
DM/25/1381 - <u>Listed Building application</u> - The Old Rectory, Church Lane	Replacement sliding sash windows.	Albourne Parish Council has no objections to this application, and is happy to support the proposal.
SDNP/25/01138/FUL - Eastwood Farm, Shaves	Change of Use of Land to Equestrian, Erection of	Albourne Parish Council has no

Wood Lane	Equestrian Facilities Including Indoor Arena, Stables, Outdoor Arena, Horse Walker, Re-surfacing of existing track, Creation of Balancing / Ecology Pond, Associated Earthworks and provision of a Soft Landscaping Scheme.	objections to this application.
DM/25/0090 - Eastwood Farm, Shaves Wood Lane	Change of Use of land to equestrian, erection of equestrian facilities including indoor arena, stables, outdoor arena, horse-walker, re-surfacing of existing track, creation of balancing /ecology pond, associated earthworks and provision of a soft landscaping scheme. Amended Arboricultural Impact Assessment and Appendix received on 28.02.2025. Amended Landscape drawings and Ecology related information received on 30.05.2025.	Albourne Parish Council notes the additional work carried out in support of the application, and in respect of its original response, has no further comments to make.
SDNP/25/01961/FUL - Eastwood Farm, Shaves Wood Lane	Demolition of existing dwelling, swimming pool, outbuildings & garage and erection of replacement dwelling, swimming pool and garage.	Whilst noting that the new building will be considerably larger, Albourne Parish Council does not object to this application.

7.2 The planning update had been given in the context of item 3 above.

7.3. Current traffic and highway matters are covered in item 9 below.

8. (2025/075) – Finance report and matters.

8.1 The financial summary and the Bank reconciliation for the month, were received, noted, and approved.

8.2 The invoices were presented for payment, and it **was RESOLVED to agree and to make the following payments:-**

AMOUNT	PROCUREMENT	PAYEE
£601-52	Clerk's salary + on costs (June)	West Sussex County Council
£25-00	Grass cutting in the Millennium Garden	Brian Truran
£353-26	Website hosting and support, plus .gov.uk email hosting and support (annual fee)	Vision ICT Limited

9. (2025/076) – 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 were (i) the objective to reduce the speed on the section of the B2116 remains, and the Parish Council will be looking at other possible solutions, (ii) the School parking issues will be looked at in the context of the proposal set out in 3 above, (iii) Cllr JD has sent out some dates for the cleaning of the Village gateway signs, (iv) on Speed-watch, Cllr IS will update progress in due course, (v) on the new website proposal, the Clerk hopes to circulate a new design shortly, (vi) on acquiring the strimmer for use in the Millennium Garden, Brian Truran has said he is happy to store it. It was agreed to test a number of battery operated examples, to see which one will be best for the purposes of strimming the Garden, and for possible use elsewhere, (vii) on the provision of the new bus shelter on the B2118, further quotes are awaited. The Clerk will find out if there is any possible grant money under WSCC’s Bus Service Improvement fund, (viii) The Clerk will chase up Clarion about the allotments tidy up. Cllr SA has prepared the “no dumping of rubbish” signs and these will be placed at the appropriate sites in due course, (ix) it was agreed that the silent soldiers would be left for VJ day given the logistics of moving them. (x) It was noted that the gardening maintenance of the Millennium Garden and the Medieval Pound could be transferred to Brian Truran. Further discussions will take place regarding this. (xi) The bench in the Recreation Ground has now been repaired. (xii) The re-wilding area still needs strimming. (xiii) The salt bin audit needs to be carried out, and the return made to WSCC by 1st August. Some of the bins have already been checked by Councillors, and the Clerk will also progress this.

10. (2025/077) - Councillors exchange of information/new matters. (i) The proposed liaison meeting with Mid Sussex MP, Alison Bennett, at 11.00 a.m. and 12 p.m. on Thursday, 28th August in the Village Hall, was referred to. It was noted that this is just for the Parish Council, but that Councillors will try and find out what the main issues are, in terms of residents’ concerns and local issues. (ii) Cllr DS updated the meeting on a number of Village Hall maintenance and repair matters. She also reported that a screen projector had been acquired at a very good price, in order to improve the technical facilities at the Hall.

The meeting closed at 8.58 p.m.

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

***NEXT ORDINARY MEETING: PROVISIONALLY TUESDAY, 5th AUGUST 2025
@ 7.00 p.m., OR TUESDAY 2nd SEPTEMBER 2025 @ 7.00 p.m.***