

ALBOURNE PARISH COUNCIL [2026]

Minutes of the Parish Council meeting of Albourne Parish Council

held on: Tuesday, 7th July, 2026 at 7.00 p.m. in the Village Hall.

Present: Cllr John Drew (JD) – Chairman
Cllr Imelda Spencer (IS) – Vice Chairman
Cllr Di Smith (DS)
Cllr Suzanne Sawyer (SS)
Cllr John Spencer (JS)
Cllr Dave Robson (DR)
Cllr Peter Law (PL) from item 2

In attendance: Iain McLean; Parish Council Clerk, Councillor Geoff Zeidler (MSDC), Councillor Rodney Jackson (WSCC) and 7 members of the public.

1. **(2026/069) - Councillor JD formally opened the meeting, welcomed those present, and received apologies for absence.** There were no apologies for absence on this occasion.
2. **(2026/070) – Casual Vacancy on the Parish Council.** One candidate presented his credentials for the vacant position of Parish Councillor. After discussion, Councillor SS proposed that Peter Law be co-opted onto the Parish Council, and this was seconded by Councillor DS. It was then unanimously **RESOLVED** to co-opt **PETER LAW** on to the Parish Council in order to bring the Council up to its full complement of seven members, and Councillor Law duly took his place as a Parish Councillor at the meeting.
3. **(2026/071) - 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. **(2026/072) – Declarations of interest.** There were none declared on this occasion.
5. **(2026/073) – Adjournment for any questions or issues raised by members of the public.** (i) The traffic counting loops have been laid down on Truslers Hill Lane and

Shaves Wood Lane, and the data will in due course be analysed and presented to MSDC. (ii) On the Retirement Village development on the London Road, the replacement contractor to pick up and finish the building out of the site is in the process of being finalised. Cllr IS will press for further updates. (iii) The problem of speeding along Church Lane was further discussed, and a number of possible solutions put forward. This could include looking at improving the footpath that runs alongside the road. Cllr JD asked that a note be sent to the Parish Council outlining the concerns and this could be added to the list of highway problems periodically discussed with WSCC. (iv) On the request for a grant to promote the nesting of house martins in the Parish, it was proposed by Cllr SS and seconded by Cllr JD that a grant of £250 be made to the promoters. It was then unanimously **RESOLVED** to agree the proposal, and the Clerk will progress this accordingly.

6. **(2026/074) – Approval of Minutes.** The minutes of the Parish Council meeting held on 2nd June 2026 were duly approved and will be signed off, as a true record, by the Chairman as soon as possible.

7. **(2026/075) – To receive reports (if any) from WSCC Councillor Rodney Jackson (RJ), and MSDC Councillor Geoff Zeidler (GZ).** Cllr GZ gave his report. The main points were (i) there are still concerns at the way in which MSDC is handling the Towns and Villages car parking fees issue. For example, there will be a very short consultation period at just 3 weeks. (ii) The majority of local issues relate to the District Plan, where there have been a number of meetings of the Liaison Group which includes focus on traffic; infrastructure and the Master-plan development. There have also been a number of pre-applications. Albourne continues to focus is on District Plan and the Traffic survey, which aims to support the Council's case on highway infrastructure. Cllr RJ gave his report. The main points were (i) the new joint administration at WSCC is in place and finding its feet. The Cabinet member for Highways and Transport is Councillor Erika Woodhurst-Trueman, and the aim is for the Parish Council to have a meeting with her in due course. (ii) He has talked to Roger Noel, County Councillor for the Henfield Division and Chairman of Woodmancote Parish Council who said, at the last meeting of the Horsham Association of Local Councils (HALC), that Parishes close to the Mid-Sussex border should talk to neighbouring Mid-Sussex Parishes and MSDC about the effect of the large number of new houses proposed for Sayers Common. (iii) The main issue with MSDC is identifying additional sites to meet the Planning Inspector's requirement for about 3,000 housing units to 2040. Judy Holmes and Andrew Marsh (MSDFC officers) have been talking to individual Parishes/Towns to get their views. There will be a six week public consultation, possibly from 27th July to 7th September, before the Planning Inspector decides what to do next.

8. (2026/076) – Planning matters.

8.1 Four planning applications were considered, and the plans and relevant policies presented and discussed. It being proposed by Cllr JS and seconded by Cllr DS, it was therefore **RESOLVED to comment to MSDC as follows:-**

PROPERTY & APP NO.	PROPOSAL	AGREED RESPONSE
DM/26/1386 7 - Wellcroft	Proposed enlarged porch to	Albourne Parish Council has no

Cottages, Church Lane	front elevation.	objections to this application.
SDNP/25/01961/FUL - 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.	Albourne Parish Council has no particular objections to this application, but we note and would defer to the comments of SDNPA's Design Officer.
DM/26/1373 - Hogs Croft, London Road	Proposed dropped kerb and the creation of a new vehicular access.	Albourne Parish Council has no objections to this application. *
DM/26/1589 - 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.	Albourne Parish Council has no objections to this application.

* As different views were expressed, this response went to a vote, and there were five votes in favour with two abstentions.

8.2 On planning matters generally, the in-combination testing of the additional sites is ongoing, and the results will go back to the District Plan Planning Inspector, who will then carry out a further period of public consultation. In terms of the Sayers Common Master-planning, the Parish Council has submitted its infrastructure requirements to MSDC. The lead developer for the SC Village development, Berkeleys Latimer, has put together a "Transport Strategy", which needs to be properly scrutinised and interrogated.

8.3. On traffic and highway matters, this had been covered at item 5 above. It will be interesting to see how the Parish Councils' data compares with that collated by the developers.

9. (2026/077) – Finance report and matters.

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

9.2 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 (June)	WSCC – Sundry Debtors Fund
£50-00	Grass cuts in the Millennium Garden x2	Brian Truran
£50-00	Purchase of two high-viz vests for Operation Speed-watch operatives	Reimbursement for Imelda Spencer
£30-80	Additional insurance premium for adding bus shelter to the list of insured assets	Arthur J Gallagher Insurance Brokers Limited

£183-00	Clearance of non- green rubbish from the allotment site	Reimbursement for John Drew
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9.3. On a request from Cllr IS, Cllr SS proposed, and Cllr JD seconded a proposal to purchase two high visibility jackets for the Operation Speed-watch volunteer operatives. It was unanimously **RESOLVED** to agree the proposal (see also the invoices list in 9.2 above).

10. (2026/78) – Delegated Authority. (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, was noted for the record. (ii) The decision taken under delegated authority, as set out in the Council’s Standing Orders, to instruct a contractor to clear the non-green rubbish from the allotment site, following the recent tidying up of the site at the quoted cost, was noted for the record. Note: Both matters were authorised on the grounds of urgency.

11. (2026/079) – 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) there are two new volunteers for the Operation Speed-watch scheme, and one further offer. The latest monitoring produced 4 warning letters on the B2118 and 6 on the B2116. Further sessions are planned, e.g. for Truslers Hill Lane during August. (ii) On the Copper in a Cafe scheme, Councillors IS and DS plan to progress this, and to hopefully organise a session. (iii) The “No dumping” sign for the allotment site had not progressed, and so Cllr SS will see if Peter Holding can help implement his through his printing firm. (iv) The Clerk will chase up the replacement of the fallen bird box in the Recreation Ground. (v) On the Speed Indication Devices (SIDs) Cllr DR has this in hand, and will be moving the device to new locations. Data is being collected and analysed. However, the PC still needs to review whether or not to purchase a second SID. (vi) The Clerk will chase up the need for the “No dogs” signs to be put up at the children’s play area in the Recreation Ground. (vii) The missing or broken clips on the nets at the basketball court still need to be looked at, and the Clerk will chase this up. (viii) The question over the adopted status of Barn Close remains ongoing, although WSCC Highways are adamant that the section at the end has not been adopted. It may be that the Cabinet Member for WSCC Highways needs to be involved in resolving this. (ix) On the need to renew/repair the Recreation Ground park benches, this may in fact be more a matter for MSDC/Glendale, and so the Clerk will look further into this. (x) On the overhanging trees at the footpath in the Recreation Ground, the Clerk will again write to the adjoining landowner asking him to trim them back.

12. (2026/080) - Councillors exchange of information/new matters. Cllr IS said that she will not be able to attend the next meeting. Cllr DS raised a concern about the Walnut tree near the Village Hall, and the possibility that this could be imposing on, or affecting the telephone line to the Village Hall. The Clerk will send the contact details for Glendale to Cllr DS, so that this can be looked into.

The meeting closed at 9.00 p.m.

SIGNED.....John Drew/Imelda Spencer
Chairman/Vice Chairman

NEXT ORDINARY MEETING: TUESDAY, 4th AUGUST 2026 @ 7.00 p.m. (if required, depending on any planning or urgent matters.)