

# ALBOURNE PARISH COUNCIL [2019]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 4<sup>th</sup> June 2019, at 7.00 p.m.

*Present:* Cllr Graham Stafford (GS) – Chairman  
Cllr Nikki Ernest (NE)  
Cllr Jerry Butler (JB) – Vice Chairman  
Cllr Di Smith (DS)  
Cllr Joy Parks (JP)  
Cllr John Drew (JD)

*In attendance:* Iain McLean (Parish Council Clerk), Councillor Judy Llewellyn-Burke (Mid Sussex District Council), and 4 members of the public (for all or parts of the meeting).

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- 1. (2019/059) – Councillor GS formally opened the meeting, welcomed those present, and received apologies for absence.** An apology for absence was received from Councillor Suzanne Sawyer, and the reason accepted. Councillor Joy Dennis (WSSC) had also sent her apologies.
- 2. (2019/060) – Declarations of interest.** Councillor NE declared a personal interest in planning application DM/19/0048 and 0050 (Wellington Cottage) as the applicant is a nearby neighbour. She therefore said that she would not take part in the discussion of this application.
- 3. (2019/061) – Adjournment for any questions or issues raised by members of the public.** There is a large sycamore tree at Hunters Mead, which is overhanging neighbouring properties and is causing a danger. The tree is the responsibility of MSDC, and the Clerk will pursue the matter with relevant officers, c.c. Councillor JLB. It was noted however, that the remedial work is long overdue. The Oak trees on the Common Copse land need trimming, and continue to pose a danger to the overhead electricity cables. The Clerk will pursue this with WSSC.
- 4. (2019/062) – Approval of Minutes.** The minutes of the Parish Council meeting (being the annual meeting of Council) held on 14<sup>th</sup> May 2019 were duly approved and signed, as a true record, by the Chairman.
- 5. (2019/063) – To receive reports (if any) from WSSC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** JLB said that in

respect of item 3 above, MSDC was making more money available for tree work. The Hunters Mead hedge has been cut. There is an issue of overhanging conifers along the footpath at the back of the School. Cllr JP will check this. There is still the issue of the state of the new hedge along the Village Hall footpath. However, JLB asked that all such issues are in future, forwarded to the Parks and Open Spaces Department, with a copy to her, so that she can check that the appropriate action is being taken. JLB is now Deputy Leader of MSDC. Finally, she explained that as MSDC continues to oppose the principle of a new market town, it was not appropriate for her (or other MSDC Councillors) to have attended the Mayfields Market Town briefing session held in May.

## 6. (2019/064) – Planning matters.

6.1 Three 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/19/0259 Kings Head Stud, London Road	Full planning application for the erection of four detached dwellings, each with garaging, along with associated hard and soft landscaping works. To include new highway access to London Road. This application seeks an amendment to the vehicular access approved under reference DM/18/0025. Updated ecology report received on 25.02.2019. (Amended access plans received 30/04/19.)	Albourne Parish Council continues to object to this application on the same grounds as previously. The proposed access crossover was put forward as part of the previous planning application, but caused concern with the planning officer due to its adverse visual impact. We can see no evidence in this further application to change that view. The Parish Council also completely supports and endorses the comments made by Mr Peter Rainier in his letter of response dated 10th May 2019. Finally, the Parish Council has concerns with regard to the proposed installation of verge bollards, which are unnecessary, and will detract from the look of the road.
AE/DM/19/0048 and AE/DM/19/0050 (Listed Building Consent) Wellington Cottage, Henfield Road	Proposed demolition of existing garage and construction of new garage with room over and kitchen enlargement. (Amended description and plans received 21/05/2019)	Albourne Parish Council continues to object to this application on the basis that nothing sufficiently has changed in order to overcome our previous concerns. These are that this is a large extension, which in the Parish Council's view, will overpower and dominate the existing listed building. It will therefore have an adverse impact on the setting of the property. The Parish Council continues to believe therefore, that the input of the Conservation Officer will be

		<p>significant. In any event, there needs to be a clear commitment to using matching materials and finishes, e.g. hanging tiles. As it stands therefore, the Parish Council objects to the application on the grounds that it is not in accordance with District Plan policy.</p>
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Note: In accordance with her declaration of interest above, NE took no part in the discussion or decision relating to Wellington Cottage.

6.2 Cllr JD said that dates for the next meeting with Olus (at Firsland) regarding HGV issues, had been circulated, and depending on everyone’s availability, will be held soon. The problems of the traffic loops, in terms of keeping them installed, was mentioned, and so far there is only 4 days worth of data. The job is no therefore complete, and the contractor is working on the situation. The Speed Indication Device (SID) is now back with Albourne and situated on the B2118 near Butts Cottages. The traffic Highways Management Scheme is still progressing with WSCC, and JD has been assured that it is in the moderation stage of the assessment. The Ombudsman complaints regarding WSCC’s handling of the Firsland planning applications are progressing beyond the acknowledgements stage, and JD is expecting a second response by 7<sup>th</sup> June 2019, before writing to the Ombudsman. It was noted that speed loops are appearing in various locations, and it is believed that these may well be developers, who are trying to gather data for possible future planning applications. Surprisingly, no consent from WSCC for putting these loops down is necessary. On the proposal for Village Gateway Signs, JD had circulated a proposal (with costs) to Councillors (which is available from the Clerk), with a recommendation to Council that two signs be commissioned, as part of the other traffic calming measures set out in the Highways Scheme. The idea was not necessarily to have them as Parish boundary markers, but as speed reduction measures. However, after some discussion it was clear that the current proposal did not command enough support from Councillors, and so JD indicated that he would therefore withdraw his recommendation. The main issues were design, location, and what the signs would say on them. Cllr JB and NE tabled counter proposals. In essence, JB’s proposal was to proceed with the current recommendation, but subject to further work on design, and the need to include on the signs a form of Albourne Village identification, and the relevant speed limit. NE’s proposal was to agree design, cost and location first, and then to come up with a new specification. On a show of hands, there were 4 votes in favour of JB’s proposal and 2 for NE’s so the former was **CARRIED**. It was noted that in any event, the location of the signs will have to be agreed with WSCC, as the appropriate Highways Licences will be necessary. The matter will therefore come back to Council again in due course.

6.3 On current planning, and planning enforcement matters, the Clerk confirmed that the two Wickwoods Country Club and Spa applications had been approved by the South Downs National Park Authority. On the enforcement issue at the Barn, Cllr NE said that a planning application had now been put in seeking to regularise the position, but this had not yet been validated by MSDC. On the Equestrian Centre floodlighting issue, a decision from MSDC is

expected in the next 10 days. (See previous minutes for further details.) Under this item, Cllr JB thought it was now appropriate for the PC to purchase its own dedicated equipment for showing the planning applications at meetings, rather than using his own laptop, and had obtained an estimate for this at a price of approximately £530. It was therefore **AGREED** to authorise the purchase of the equipment, and Cllr JB will take this forward. As discussed at the recent Annual Parish meeting, the briefing seminar held by Mayfield Market Towns (MMT) regarding the proposal for a new market town close to Henfield, was referred to, and the lack of any infrastructure provision was especially noted. It was further noted that the claims of land ownership at the proposed site, were rather exaggerated. Cllr NE had attended the meeting, and had given a full written report to Councillors. Cllr GS then referred to the briefing held by Locals Against Mayfield's Building Sprawl (LAMBS) for local Councillors, as to how the MMT proposal should be responded to. The meeting had also been attended by GS, and Councillors JP and DS. It had been a very useful session, and the tactics employed by MMT in their approach to local landowners, had been noted as a particular concern. There is a similar public meeting coming up shortly in Henfield on 14<sup>th</sup> June 2019 and details have been advertised by LAMBS.

## **7. (2019/065) – Finance report and matters.**

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

7.2 It was noted that there were three further payments to add to the list, since the date of circulation of the financial papers. The invoices were presented for payment, and it **was RESOLVED to agree and to make the following payments:-**

<b>AMOUNT</b>	<b>PROCUREMENT</b>	<b>PAYEE</b>
£427-83	Clerk's salary + on costs (May 2019)	West Sussex County Council
£127-98	Internal audit fee for the financial year 2018/19	Mulberry and Co.
£32-24	Refreshments for Annual Parish meeting.	Albourne Village Hall (reimbursement)
£108-00	Grass cutting at Millennium Garden.	Barcombe Landscapes Ltd
£150-00	Website hosting and support	Vision ICT Ltd

7.3 Internal Audit. The annual Internal Audit for 2018/19, carried out by Mulberry & Co on the 23<sup>rd</sup> May 2019, was received, noted and approved. There are no financial issues, but actions required are (i) the Clerk to catch up with the VAT reclaim, (ii) Agendas to have a publication date, and (iii) the website to be fully compliant with the General Data Protection Regulations. The high level of overall reserves was also discussed, but it was noted that the current figures are mainly affected by the recent OW grants from WSCC.

7.4 External Audit. The Annual Governance Statement for 2018/19, was received, noted and approved, and the Chairman and the Clerk were duly authorised to sign the document accordingly.

7.5 External Audit. The Accounting Statements for 2018/19, were received, noted and approved, and the Chairman and the Clerk duly were authorised to sign the document accordingly.

**8. (2019/066) – Current issues.** (i) The Clerk is waiting for an estimate from Barcombe Landscapes Limited for tidying up the Millennium Garden, (ii) on the Common Copse land, Richard Speller (WSCC), after some discussion with the adjoining landowner, is producing a new, revised plan. After that, the Parish Council can price up the post and rail fencing, (iii) the Village Gateway signs have been discussed as above.

**9. (2019/067) – To review the Annual Parish meeting (of electors) held on 21<sup>st</sup> May 2019 and to take any appropriate action arising from the meeting.** It was noted that the meeting had been well attended, and had gone well. There were no particular actions arising.

**10. (2019/068) – Operation Watershed (OW).** Councillor GS said that there was still no firm start date for the works (see previous minutes), but it was hoped that this would be done during the summer holiday period.

**11. (2018/069) - Councillors exchange of information/new matters.** Cllr JP noted that as promised, the Gospel Hall (through Peter Holding) has made an excellent job of cutting back the overgrown vegetation from the footway near Butts Cottages on the B2118. It was therefore agreed that the Clerk should write to Peter to thank him for arranging this. There is a possible fly-tipping or non-authorized use of some verge land on Church Lane, with burning of rubbish on the land, which is affecting nearby trees. Cllr GS will speak to the possible landowner to see if he is aware of the situation. Cllr NE will also try and establish through a Land Registry search who the owner of the land might formally be. Cllr GS confirmed that the under 5's Group had been given the elections banner, and is making good use of it.

The meeting closed at 8.50 p.m.

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

***NEXT ORDINARY MEETING: TUESDAY, 2<sup>nd</sup> JULY 2019 @ 7.00 p.m.***