

ALBOURNE PARISH COUNCIL [2025]

Minutes of the Parish Council meeting of Albourne Parish Council

held on: Tuesday, 4th March, 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 Suzanne Sawyer (SS)
Cllr John Spencer (JS)
Cllr Imelda Spencer (IS)
Cllr Shane Axtell (SA)

In attendance: Iain McLean; Parish Council Clerk (attending remotely via Zoom); and 2 members of the public.

- 1. (2025/021) - Councillor JD formally opened the meeting, welcomed those present, and received apologies for absence.** Councillor Zeidler (MSDC) had said he would not be able to attend the meeting on this occasion, as he has an MSDC Scrutiny Committee meeting this evening.
- 2. (2025/022) – Declarations of interest.** There were no such declarations received.
- 3. (2025/023) – Adjournment for any questions or issues raised by members of the public.** (i) An issue was raised about the state of the Street opposite the Village Hall with mud and debris from the bank accumulated on the road. It was noted that only parts of the road have kerb edging, which influences how street cleaning is dealt with by Mid Sussex District Council. The problem has been reported along with photographs provided by Cllr JP, and will be added to the list for the meeting with West Sussex County Council on 13th March in order to find out where the responsibilities lie, (ii) it was noted that Peter Holding has kindly volunteered to help with the renovation of the bus shelter on the B2118. It was agreed that this would be on the same basis as for the work done to the Albourne Village sign.
- 4. (2025/024) – Approval of Minutes.** The minutes of the Parish Council meeting held on 4th February 2025 were duly approved and will be signed off, as a true record, by the Chairman as soon as possible.

5. (2025/025) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Geoff Zeidler (GZ). There were no reports as neither Councillor was present on this occasion.

6. (2025/026) – Planning matters.

6.1 One planning application was considered, and the plans and relevant policies presented and discussed. The applicant also attended the meeting. He gave the background to the application, and spoke in favour of the proposals. He also answered questions from Councillors as put to him. It was therefore ***RESOLVED to comment to Mid Sussex District Council as follows***, with Cllr JS proposing and Cllr SS seconding -

PROPERTY	PROPOSAL	AGREED RESPONSE
DM/25/0090 - Land at 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.	Albourne Parish Council has no objections to this application.

6.2 On traffic and highway matters, Cllr JP had met with Tim Boxall from WSCC on a number of ongoing issues. These are (i) the problems being caused by a number of overgrown hedges in the Parish. These are being looked into, and action is being taken by WSCC, including enforcement against the relevant land owners if necessary, (ii) the issue of potholes on the local roads was raised. Some have been done, but there is more to do, particularly as regards the large one by the School gate. There is a monthly inspection, and marked up pot holes should be done within 28 days, (iii) Mr Boxall was in support of the proposal to deal with the 2 lanes into 1 traffic conflict at the B2118 traffic lights, (iv) The Chair confirmed that the petition to support the review of the 20 mph Traffic Regulation Order on the B2116 has achieved some 300 signatures. The question now arises as to how best to use the petition. The Clerk will write to Cllr Joy Dennis to seek her advice. The matter will also be raised at the next regular meeting with WSCC officers on 13th March.

6.3. On planning, there is still no progress on stage 2 of the examination of the District Plan, and MSDC is expressing serious concerns about the delay. There is no current update from Inspired Villages on when work on the Wellcroft Green development (the former Hazeldens site) will re-start in earnest. Cllr IS agreed to chase this up. Cllr JS is still in the process of arranging and confirming the meetings with the other Parish and respective consultants to discuss how best to deal with any pre-planning applications from the various developers for the Sayers Village housing development in the District Plan. The aim is to try and influence the process, particularly as regards to the Master-planning for the scheme.

7. (2025/027) – Finance report and matters.

7.1 The financial summary and the Bank reconciliation for the month, were received, noted, and approved, with Cllr SA proposing, and Cllr JP seconding.

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

AMOUNT	PROCUREMENT	PAYEE
£577-45	Clerk's salary + on costs (February)	West Sussex County Council

Under this item, the requirement from the Monitoring Officer at MSDC for Councillors to update their Declarations of Interest forms, using the new template, was discussed. Cllr SS asked that the email be re-sent, and all Councillors will reply to the Clerk when ready.

8. (2025/028) - Report from Village Hall Management Committee. The Chairman of the VHMC reported on the meeting held on 25th February 2025. The main point was the fact that the garage has now finally been demolished. The Village pub continues to hold its own and pay its way. The issue of the hiring charges for the Under 5s Group continues to be kept under review. There are some ongoing maintenance issues, and these are set out in the minutes of the meeting, which have been circulated to members, and will be published in due course.

9. (2025/029) - Village Hall Management Committee - Constitution. The Clerk reported that the constitution needed amending in order to reflect the reality of the current situation. It was recognised that there needs to be a fourth co-opted member in order to help spread the workload of the Committee, and to take into account the fact that there are only four Parish Councillors presently instead of five. There are also a number of consequential amendments that will be required from such changes. It was therefore **RESOLVED** with Cllr JD proposing and Cllr IS seconding, that the amended constitution putting in place these changes, circulated by the Clerk be approved. It is expected that the fourth co-opted member will be appointed at the VHMC's annual meeting in May.

10. (2025/030) - Fly-Tipping. It was agreed that putting up suitable warning signage at the appropriate locations in order to try and prevent fly-tipping was a good idea. Cllr SA has not yet had the time to develop the mock ups of the signs, but hopes to do this soon. The matter will be brought back to future meetings, and also be put on the rolling actions list.

11. (2025/031) – Current issues. Cllr JD went through the rolling list of actions, and updated the document as necessary. This will be published separately. The main points were (i) parking issues at the School, including better management of the bus situation, are ongoing, but it is proving difficult to find workable solutions, (ii) Cllr SA is checking on the progress of flooding issues in terms of the possible use of Operation Watershed, (iii) it was noted that the review of the Neighbourhood Plan should await the outcome of the District Plan, (iv) the maintenance work to the trees surrounding the Recreation Ground has been done by MSDC/Glendale, (v) the pile of tyres near the allotment land has been removed by Clarion Housing, (vi) Cllr IS has obtained some quotes for the possible construction of a new bus shelter on the B2118 opposite the current one, but it will be a big expense. She will investigate cheaper options, and the Clerk will look into whether it might be possible to use the outstanding s.106 funds held by MSDC, (vii) the unused dog bin either needs to be stored somewhere or moved on. The Clerk will look into whether any other Council might be

interested in acquiring it, (viii) it was recognised that installing a water supply to the allotment site for just 6 plots would be disproportionately expensive, and so the possibility of putting in a new water butt would be further investigated, (ix) the playground gate springs are due to be renewed shortly. (x) Some cutting back to overgrown hedges as reported to WSCC has been done, but others still need to be attended to by the landowners, and WSCC is on board as regards possible enforcement, (xi) the Clerk will continue to chase up about the need to street clean the road opposite the Village Hall. It was noted that some parts of the Street do not have any kerbing, which makes the situation more difficult. There is also the problem of the constantly parked cars there.

12. (2025/032) - Councillors exchange of information/new matters. Cllr DS asked about the 80th VE celebrations in May this year. It was noted that time is rather short now, but that the silent soldiers could be put back in the Village centre as for Remembrance Sunday.

The meeting closed at 8.58 p.m.

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

NEXT ORDINARY MEETING: TUESDAY, 1st APRIL 2025 @ 7.00 p.m.