

ALBOURNE PARISH COUNCIL [2014]

Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 7th October 2014, at 7.00 p.m.

Present: Cllr Meg Price (MP) - Chairman
Cllr Graham Stafford (GS) – Vice Chairman
Cllr Mick Gratton (MG)
Cllr Nikki Ernest (NE)
Cllr Barry Compton (BC)
Cllr Heather Jordan (HJ)

In attendance: Iain McLean (Parish Council Clerk), Councillor Peter Griffiths (WSCC) (from 7.10 p.m. for part of the meeting only), and 5 members of the public.

- 1. (2014/325) – Chairman opens meeting and receives any apologies for absence.** No apologies for absence were received.
- 2. (2014/326) – Adjournment for any questions or issues raised by members of the public.** (1) A planning applicant requested copies of correspondence between the Parish Council and MSDC relating to a recent planning application. The Clerk confirmed that this would be done. (2) A member of the public referred to the issue of the frequency and nature of the lorry visits to the Firsland Industrial estate in respect of the waste management operation there. The scale of the operation and the lorry movements were now way beyond what was estimated, and there was a possibility that whilst there was unfortunately no limit on the frequency of the lorry movements, the size of the development might be in breach of planning.
- 3. (2014/327) – Declarations of interest.** There were none declared.
- 4. (2014/328) – Approval of Minutes.** The minutes of the Parish Council meeting held on 2nd September were approved and signed, as a true record, by the Chairman. Updates: (1) it was noted that MSDC had not yet installed the high bar gate at the entrance to the Recreation Ground. The Clerk will chase this up. It was accepted that options for securing the remainder of the ground were limited. (2) Councillor Sue Seward's recent resignation from MSDC was noted with regret, and the Clerk was asked to formally write to her on behalf of the Parish

Council thanking her for all her work and efforts on behalf of the Parish over the years.

5. **(2014/329) – To receive reports (if any) from WSCC Councillor Peter Griffiths, and MSDC Councillors Gordon Marples and/or Sue Seward.** PG referred to the Mayfields new market town issue, and the apparent support by WSCC, as set out in Mayfields submission to the Horsham District Plan process, for the transport solutions being put forward. PG has emailed a copy of a response from the Cabinet Member, Pieter Montyn, clarifying the matter, and suggesting that the support was not quite as it seemed. PG has also sent in his own response. NE said that a letter to the Planning Inspector for the Horsham District Plan, should therefore be sent by WSCC setting the record straight. PG also referred to the Gatwick Airport expansion issue, and said that he was taking this up with the County Council. A motion being put seeking to reverse WSCC's support had been delayed to a meeting on 5th December 2014. PG will take up the issue of the inappropriate traffic signs on the old A23 with Highways. PG will also pursue the Firsland Industrial estate lorry movement issue (see minute 2014/326 above).
6. **(2014/330) – Vacancy on Council.** The Chairman reported that the Notice seeking volunteers for co-option onto the Parish Council had been posted up on the website and noticeboard, and that if no one else came forward by the deadline date of 20th October 2014, then the Council would be seeking to make an appointment at the next meeting in November. To date, only one candidate has expressed an interest in joining the Parish Council as a Councillor.
7. **(2014/331) – Millennium Garden.** HJ has agreed with the contractor, John Couling, what needs to be done to tidy the Garden up, and to trim some of the trees. She circulated a plan of the Garden showing the location of the trees and what was proposed. It was re-iterated that there would be no cost to the Council, except for materials. MG confirmed that he was waiting for the second quote as regards the gate and fencing.

It was **resolved to agree the nature of the work, and to authorise the contractor to proceed.**

Action:	Cllr HJ
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8. **(2014/332) – Winter maintenance and management plans.** The email from WSCC regarding new covers for the hippo bags containing the salt supply was noted. GS confirmed that he was happy to take delivery. There was still much concern about these arrangements, but the Council would stay with the current

Plan and see how it works out in practice, should there be a bad winter this year.

9. (2014/333) – Planning matters.

9.1 Two planning applications were considered, and the plans and relevant policies discussed. It was therefore **resolved to comment to MSDC as follows:-**

APPLICATION/PROPERTY	PROPOSAL	AGREED RESPONSE
AE/14/02901/FUL – Wellfont, Truslers Hill Lane	Demolition of the existing detached dwelling. Construction of a replacement detached dwelling to include a detached garage building	No objections subject to condition against further permitted development
SDNP/14/04052/FUL – Acres, Brighton Road, Woodmancote	Demolition and replacement of existing dwelling house	No objections subject to appropriate conditions

As regards the first application above, MG felt that the proposed size of the new building breached policy H12 of the 2004 Local Plan. The applicant explained that he had responded to the concerns of the MSDC planning officer, and that some of the extra floor space had been located underground as a basement area. He said that the idea was to create a house big enough for his family in one go, rather than piecemeal by adding later extensions. Whilst the size issue was acknowledged, other Councillors took the view that the proposal was a big improvement on the existing building and would not be excessively unneighbourly. The above response to MSDC was therefore put to the vote by a show of hands, and it was recorded that three Councillors voted in favour, with two against, and one abstention.

9.2 On the Neighbourhood Plan, MG confirmed that the changes had been made to the Plan and that this had been circulated to all Councillors. The revised Plan was therefore **AGREED** by Council, and it would now be re-published for formal consultation under Regulation 14 of the Neighbourhood Planning Regulations 2012. The 6 week period would run from 11th October 2014 to 24th November 2014.

9.3 On planning enforcement matters, it was noted that there was nothing further to report on the issue at the Mill, but that the situation at Breechlands did appear to be improving.

9.4 On the Horsham District Development, it was noted that the examination in public starts on 4th November 2014. APC has lodged an objection and so is invited to attend a number of sessions. It was agreed that Councillors would want to cover these, and so Cllr NE will circulate a list with suggestions and a rota.

9.5 On the inter Parishes meeting, which includes review of the new market town issue, the importance of Neighbourhood Plans was noted, given the weight now being attached to the Hurstpierpoint and Sayers Common NP, and recent pronouncements/decisions by the Secretary of State. The next meeting is on 24th November 2014 at 7.00 p.m. in Sayers Common Village Hall. It was noted that the timetable for the revised District Plan had been set out, but that the Plan now contained no final housing numbers. The issue of why WSCC had not consulted with PCs and others on their support for the Gatwick Airport expansion proposal continued to be something that needed to be answered.

Action:	Cllrs MG/NE/Clerk
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10. (2014/334) – Finance report and matters.

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

10.2 Invoices were presented for payment, and it **was resolved to agree and to make the following payments:-**

AMOUNT	PROCUREMENT	PAYEE
£103-52	Village Hall hiring charges	Albourne Village Hall
£276-00	External audit fee for 2013/14	PKF Littlejohn LLP
£336-84	Clerk's salary and on costs (September)	WSCC
£30-00	VH car park vehicle warning signs	Graham Stafford (re-imbursment for Sussex Signs invoice - paid)

10.3 The half yearly budget monitoring report for the period 01/04/14 to 30/09/14 was received, noted, and approved. It was particularly noted that the Council had only spent a third of its budget so far.

10.4 The 2013/14 Audit return was received, noted, and considered. There were no actions required, but it was accepted as regards the expected caveat on the form regarding the delay in submission, that the problem of the timing of the return needed to be avoided for 2014/15. All input therefore needs to be promptly made and received.

11. (2012/335) – Filming and recording of Parish Council meetings. The Clerk reported that as from August 2014, under new regulations passed by the Government, Parish Council meetings could be lawfully filmed and/or recorded, subject to certain conditions. This meant that the current Standing Order, which sought to prevent this,

was invalid and could not be invoked. Parish Councils were being urged to put in place a protocol or policy for this relaxation, and the Clerk handed round a draft of such a policy – which he would be seeking approval to at the next meeting.

Action:	All Cllrs/Clerk
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12. (2014/336) – Surfacing on A23. The Clerk reported that MSDC (Yvonne Leddy in Environmental Health) had said they were not in fact able to help with the noise transmission survey for the road, and that therefore the Council would be back to commissioning a contractor and paying for the project itself. The previous quote received by Cllr NE was referred to. It was noted that the cost would be shared with neighbouring parishes, and that this would bring the cost down to an acceptable level. The view remained that a petition was unlikely to be wholly effective given the circumstances, and apparent intransigence of the Highways Agency.

Action:	Cllr NE/Clerk
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13. (2014/337) – Operation Watershed. It was reported that that no further estimates/quotes had been received, and so in accordance with the minutes of the previous meeting held on 2nd September 2014, **it was resolved to accept the quote from Edburton Contractors Limited and to commission the work**. It should be noted that the Parish Council had sought to comply with Standing Orders, but that these should be waived in the circumstances. It was clear that due diligence had been properly and carefully carried out. It was also agreed that an article explaining what the Parish Council is doing ideally needs to go on the Council's website, and the Community website, along with an article (which MP provided) reminding riparian land owners of their responsibilities.

Action:	Cllrs GS/BC/Clerk
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14. (2014/338) – Village Hall Management Committee. On behalf of the Committee, the Chairman reported that the next meeting is on 14th October 2014. Electrical work in the Hall, and PAT testing of appliances, etc., is to take place on 9th October. It was noted that volunteers are still needed to help with Village Apple Day later in the month.

15. (2014/339) – Project and other updates. The Friday evening pub event was ongoing, and opinion gauged so far was mainly positive and in favour of the proposal. The logistics issue of running such a regular event was noted, and volunteers from the community would be needed, if the plan was to succeed. Further work needs to be done.

16. (2014/340) – Clerk's report. The Clerk reported the need to start thinking about

the forthcoming Parish Council elections to be held on 7th May 2015, and the preparations that would be needed for it. The Council's website and the Community website would be useful tools for this purpose.

17. (2014/341) - Councillors exchange of information/new matters. HJ mentioned the problem of cyclists using the back of the bus shelter as a public convenience. It was thought that appropriate notices could be put up in order to try and deter this. She also reported that of the 3 allotments, 1 was not being cultivated or tended properly. MG agreed to take this up with the plot holder. MP mentioned the Speed-watch issue, and asked that the Clerk continue to press the PCSO to meet with the PC. GS mentioned the issue of the fencing in Church Lane. He did not feel that this had been concluded satisfactorily, but agreed that the PC could achieve this itself. MG handed out the revised poster for the re-run of the Regulation 14 consultation as regards the Neighbourhood Plan.

18. (2014/342) - Confidential item. The Council resolved under Standing Orders to exclude the press and public for the next item on the Agenda in view of its confidential nature.

19. (2014/343) – Matter relating to Albourne CE Primary School – Confidential minute separately circulated.

The meeting closed at 9.20 p.m.

SIGNED.....Meg Price/Graham Stafford
Chairman/Vice Chairman

NEXT ORDINARY MEETING: TUESDAY, 4th NOVEMBER 2014 @ 7.00 p.m.