

# ALBOURNE PARISH COUNCIL [2020]

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## Minutes of the meeting of Albourne Parish Council

held on: Tuesday, 3<sup>rd</sup> November 2020, at 7.00 p.m.

Please note that due to the current lockdown situation, this meeting took place remotely. Therefore, in order for the Council's business to continue as best it can, all decisions were taken in accordance with the rules on delegated authority within the Council's standing orders, and/or by a unanimous or majority response in correspondence by Councillors. All correspondence is available from the Clerk on request. Thank you for your understanding.

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

*In attendance:* Iain McLean (Parish Council Clerk).

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- 1. (2020/58) – Councillor GS formally opened the meeting, welcomed those present, and received apologies for absence.** All Councillors attended by email.
- 2. (2020/59) – Declarations of interest.** There were none declared.
- 3. (2020/60) – Adjournment for any questions or issues raised by members of the public.** In the circumstances, this item could not proceed, but the Agenda had invited any such questions or issues to be raised in correspondence with the Clerk. None had been received.
- 4. (2020/61) – Approval of Minutes.** The minutes of the Parish Council meeting held on 6<sup>th</sup> October 2020 were duly approved and will be signed, as a true record, by the Chairman, as soon as possible.
- 5. (2020/62) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Judy Llewellyn-Burke (JLB).** JD has sent a comprehensive report, which has been circulated to all Councillors for sharing as appropriate. JLB reported that-

- Support payments of £500 are now available to help those disadvantaged when required to quarantine as a result of Test and Trace
- MSDC is to launch a £300,000 grant support for the local community and businesses
- MSDC has pledged to fight Modern Slavery
- Haywards Heath master plan is progressing, the next steps being a consultation
- Work to bring Full Fibre gigabit connectivity to Mid Sussex is now underway
- The Council has published their response to the Government's Planning White Paper

Details on all of the above and additional information regarding support in connection with Covid-19, can be found at [www.midsussex.gov.uk](http://www.midsussex.gov.uk)

## 6. (2020/63) – Planning matters.

6.1 Two 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/20/3796 Hunters Cottage, the Street	Replacement of 3 x softwood single glazed windows with identical sized softwood double glazed units. Installation of split level air conditioning unit.	Albourne Parish Council has no objections to this application, subject to the agreement of MSDC's Conservation Officer.
AE/DM/20/3796 (Listed building consent) Hunters Cottage, the Street	Replacement of 3 x softwood single glazed windows with identical sized softwood double glazed units. Installation of split level air conditioning unit.	Albourne Parish Council has no objections to this application, subject to the agreement of MSDC's Conservation Officer.

6.2 On the Speed Indication Device (SID), this has so far, been operating as it should, facing both east and west from the B2116 lay-by. Data is to be extracted and forwarded to WSCC in support of the TRO application for changes to speed limits on the B2116 and in the village area. A note is in preparation to record management arrangements and responsibilities. Olus management have agreed to reinforce instructions to their green waste drivers, and to remind clients concerning the voluntary speed limits that apply to HGVs/Tractors travelling to and from their Firsland and Winterpick sites via all routes. Regarding the Village Gateways, the Parish Council is awaiting supply from Beacon Fencing, who have offered to assemble the kits.

6.3 On current planning matters, it is reported that DM/20/3116, Lanehurst Stables, Twineham Lane, (proposed single storey rear kitchen extension, with associated internal alterations and landscaping) has been approved by MSDC.

## 7. (2020/64) – Finance report and matters.

7.1. The financial summary and the Bank reconciliation for the month, were received, noted, and approved. It was particularly noted that the October Bank statement shows the receipt of the unit cost of the Speed Indication Device as reimbursed by MSDC. The VAT can be reclaimed by the Parish Council at a later date.

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

AMOUNT	PROCUREMENT	PAYEE
£427-83	Clerk's salary + on costs (October)	West Sussex County Council
£206-99	Streetlights maintenance contract (annual payment 2 of 2)	Streetlights

7.3 The Parish Council **RESOLVED** to approve the quote from Adie Rowe in the sum of £340 for the labour costs of erecting the fencing (as previously agreed by the Parish Council) around the Common Copse land in the Street, and to suspend Financial Regulations accordingly, as although there was a slightly cheaper quote, it was felt that the Adie Rowe quote could be achieved more quickly, having regard to the delays so far, and the need to complete this project as soon as possible.

7.4 The Parish Council **RESOLVED** to approve the replacement of the corroded metal salt bin shovels with plastic ones at an estimated total cost of £50.

**8. (2020/65) – Current issues.** (i) On the overgrown footpath at Cutlers Brook, this has still not been cleared despite having been reported to the Public Rights of Way (PROW) team at WSCC (ii) On the state of the fencing alongside the footpath adjoining the Village Hall, Councillor DS has raised a further concern about the damage to the fence and the potential liability issue, and so the Clerk will contact WSCC once again, (iii) On the issues concerning the concrete bridge south of Spurr Barn (footpath No 18AL-5), the report to WSCC (see last minutes) has been acknowledged, indicating that it has been logged, but that the Parish Council's Access Ranger has left WSCC and has not yet been replaced, so it may be a while before any action to be taken, (iv) on the fly tipping and burning in Church Lane, despite native bluebells and primroses being destroyed, this is still ongoing, (v) Councillor JP asked about progress with installing the new dog bin in Church Lane, and the waste bin near the school. These have been supplied, but the issue of putting them in is ongoing, given the need to avoid disrupting any underground services.

**9. (2020/66) - WSALC Survey.** The Clerk was authorised to complete the survey of Towns and Parishes, being carried out by the West Sussex Association of Local Councils in connection with their value for money review of services, having regard to the input of members as notified to the Clerk.

**10. (2020/67) - Councillors exchange of information/new matters.** Councillor JP had reported that Tim Smith has now started the hedge clearance in the Millennium Garden, and hopefully, weather permitting, this will be completed by 2<sup>nd</sup> November 2020.

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

***NEXT ORDINARY MEETING: TUESDAY, 1<sup>st</sup> DECEMBER 2020 @ 7.00 p.m.***