

# ALBOURNE PARISH COUNCIL [2025]

---

## Minutes of the Parish Council meeting of Albourne Parish Council

held on: Tuesday, 4<sup>th</sup> November, 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 Imelda Spencer (IS)  
Cllr Suzanne Sawyer (SS)  
Cllr Shane Axtell (SA)  
Cllr John Spencer (JS)

*In attendance:* 4 members of the public.

---

1. **(2025/097) - Councillor JD formally opened the meeting, welcomed those present, and received apologies for absence.** Apologies for absence were received from the Clerk, and Councillor Geoff Zeidler (MSDC).
2. **(2025/098) – Declarations of interest.** There were none declared on this occasion.
3. **(2025/099) – Adjournment for any questions or issues raised by members of the public.** (i) There has been yet another recent accident on B2116 at Twineham Junction involving a white van, which was a right off. Police were not called due to no injuries sustained. Line of sight was the issue. A change to a T- junction instead of the triangle configuration would be a possible solution. A question was raised - what has to happen to get a change to the road layout. Cllrs JD and JP confirmed that the Highways only act on reportable accidents and then take note of them. JD and JP have quarterly meetings with Highways where such issues raised are discussed, in addition to the Starley Close issues, and the 2 lanes on the B2118. (ii) An update was requested about the Wellcroft development progress (former Hazeldens Garden Nursery site). Cllr IS provided an update as received from James Pankhurst and this information has been uploaded onto the Albourne Connected Facebook page. (iii) Clarification was requested about where the profits from the Village Show go. Cllrs DS and SS explained that the profits do not go into the Village Hall funds as the two are separate entities. The profits are put back into the finds for future shows. This year it was decided by the Village Show Committee that the U5s, the Local Albourne Church and the school would each receive £1,294.75 from the profits.

4. **(2025/100) – Approval of Minutes.** The minutes of the Parish Council meeting held on 7<sup>th</sup> October 2025 were duly approved and will be signed off, as a true record, by the Chairman as soon as possible.
5. **(2025/101) – To receive reports (if any) from WSCC Councillor Joy Dennis (JD), and MSDC Councillor Geoff Zeidler (GZ).** As neither GZ nor JD were able to attend the meeting, there were no reports on this occasion. Topics that Cllrs JD and JP wanted to raise with Geoff were the lack of notification about the new bin collection dates; it was felt that residents had not received sufficient notice.

## 6. (2025/102) – Planning matters.

6.1 There were no planning applications to discuss and comment upon this cycle.

6.2 On the District Plan and the master-planning for the Sayers Village development proposal, questions were raised by residents about what pre-emptive actions the Parish Council are taking to ensure that the needs of residents are recognised and taken into account, and that the Parish Council drive the process. Cllr JS stated that the developments will be going ahead. There is no district plan at the moment for Mid Sussex. Welbeck Land (developers) sent out 1000s of consultation letters to residents, but they only received 24 responses - they are trying to get planning permission for the area. The main developer is Berkeley Homes. The Parish Council believes that it is important to have discussions with the developers in conjunction with Hurstpierpoint and Sayers Common PC, Sayers Common Village Society, Twineham PC, and WILD in order to try and get the best for all residents. The group are going with 'asks' to the developers to ensure that the best solutions for sustainability and flooding, etc., are reached and acted upon. Cllr JS stated that the Parish Council are asking all developers to look at the area in its entirety and create a Master-plan to tackle flooding and sustainability issues. Under the current Master-plan, the 6 developers are required to work together on infrastructure. Berkeley Homes have been tasked to coordinate this. Currently there is no indication that this is happening. The Parish Council will strongly insist at the next scheduled meeting with MSDC and the developers (Monday 10th November), that a co-ordinated approach between the 6 developers occurs. WILD concurred with the Parish Council stating that it is recognised that many residents are against the Sayers Common development. However, it is important that we use the planning processes and coordinate with the other stakeholders, Hurstpierpoint and Sayers Common PC, Twineham PC, Sayers Common Village Society, and WILD.

6.3. On current traffic and highway matters, there were no updates to report at this meeting. All the outstanding issues remain under review.

## 7. (2025/103) – Finance report and matters.

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

7.2 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	West Sussex County Council

	(October)	
£58-82	Payroll administration Charges (01.04.25 – 30.09.25)	West Sussex County Council
£88-07	Replacement Defibrillator pads	Reimbursement for John Parks (The Defib. Pad)
£25-00	Grass cut in the Millennium Garden on 09/10/25	Brian Truran
£226-02	Street light maintenance contract – payment 2 of 2	Streetlights
£60-00	Rights of Way training for Cllr Joy Parks	WSALC Limited

**8. (2025/104) – 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 are (i) On the Sayers Common Village development proposals, further meetings are set for November with Hurst and Sayers Common Parish Council, Twineham Parish Council, the Sayers Common Village Society, and WILD. (ii) Cllr IS had nothing to report this month on Operation Speedwatch. (iii) Cllr SA reported that the Riparian Kits have been received. It was agreed by all that we would ask the Clerk to send them to all landowners since he potentially has their email addresses. (iv) Cllr JP stated that if GZ had been in attendance, she wanted to ask why the MSDC had removed the re-wilding area. She would additionally ask him that MSDC therefore remove the post. The Parish Council is planning to create an area for wild flowers in the Millennium Garden. Michael Nailard from the Woodland Flora and Fauna Group would help. He has suggested that at this time of year, we plant plug plants. Cllr IS S suggested that it might be something that the school children might be interested in doing as part of their curriculum. Cllr IS agreed to coordinate with Michael Nailard and the school about what needs to be done. WSCC are contacting Clarion and the owners of the house to get the hedge cut. (v) Peter Holding and other residents are concerned about the state of the overgrown pathway. WSCC are arranging for the hedge on the B2118 at Breechlands down to Muddleswood to be cut so that the pathway can be cleared. (v) Cllrs SA and SS said that the old water butt at the allotments is functional, it just needs painting. The plastic water butt is good- they just need pipe-work connecting to the guttering of the garages. The garage guttering and fascias need attention. Clarion need to be contacted regarding anything to do with the garages and water butts (vi) Cllr IS agreed to discuss the progress of the bus shelter with GW Shelters and arrange a site visit to agree the position of the shelter. It was agreed that we would start discussions about setting this up in the spring. (vii) Cllr JP stated that she has met with David Morris from Clarion to see if his contractors could clear the allotments. He considered that it would be too costly to use the contractors. Adie Rowe was able to assess it; he stated that the overgrowth would die back over the winter and then any clearance could be done in the spring. Cllr JP stated that depending on the quote from Clarion, we could ask Adie Rowe to quote for the work. All quotes would be sent to the Clerk. Adie Rowe has cut all of the hedges in the Millennium Garden and along the school side, the Village Hall hedge. The invoice will include the two cuts. Brian Truran has strimmed the Pound of overgrowth. Cllr JP is awaiting his invoice, (viii) on the broken brown tourist sign, WSCC contacted Singing Hills. The collapsed sign has now been replaced, so this action is now complete. (vix) On the street signs, Cllr SS stated that MSDC do not consider them to be in bad enough to repair. It was suggested that we might ask Peter Holding is The Brethren Church would consider painting them. (x) Cllr SS reported that the Horse Chestnut has been cut. (xi) On the recent removal of the road direction sign on the B2118, WSCC have arranged for the debris to be removed and the metal stump to be cleared. This action is now completed

**9. (2025/105) - Councillors exchange of information/new matters.** (i) On the Village Hall, Cllr DS stated that she has had a request for a group to-use the hall for golf practice using a tent. It was agreed that she should obtain more information, photos of the equipment and particularly raise the safety issues. Imelda S suggested that it might be prudent to put a metal box around the projector to protect it from balls etc and from needing to be repositioned when knocked as schools do. She stated that she needs to understand the Village Hall accounts so that a new fee for the U5s can be sorted. It was agreed that she would send some available dates to Cllr JD, the Clerk, and Cllr JS so they can meet with her to discuss the accounts and agree a hall hire fee for the U5s. (ii) Cllr SS wished to log thanks to Cllr JP and John Parks for placing all the poppies around the village, (iii) Cllr JP stated that she will be joining the PROW webinar on 13<sup>th</sup> November and asked if councillors could suggest topics to raise.

The meeting closed at 8.25 p.m.

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

***NEXT ORDINARY MEETING: WEDNESDAY, 3<sup>rd</sup> DECEMBER 2025 @ 7.00 p.m.***