



ARDINGLY PARISH COUNCIL

Parish Clerk: Sarah Mamoany
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Minutes of the Ardingly Parish Council Meeting held on Tuesday, 2nd October 2018 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

Present:

Mr. M. Brixey (Chairman)	Mr. D. Stutchbury (DS)
Mr. S. Noel (SN)	Mr. B. Strutton (BS)
Mr. J. Aloof (JA)	Mr. R. Lawson (RL)

In Attendance:

Mrs. S. Mamoany (Clerk)
Mrs. H. Schofield (RFO)

Councillor Andrew MacNaughton

Comments from the public: 3 members of the public were present.

A member of the public commented on how nice it was to see the event poppies marking the centenary of the end of WWI which had been put up around the village. A discussion also took place in regard to the Remembrance Beacon event that is being held and how other people could get involved with helping and with ideas. The Council advised a small working party had been set up of Councillors to organise the event, the details of which were still being confirmed.

A member of the public commented on the many years of service to the Council Pat Killian had given and the Council acknowledged his work was very much appreciated by them. The Council were conscious of issues that had been raised since they have not recruited to fill the role; it was felt it was not a job that would be easy to find a replacement for and were therefore looking at other options to cover the areas.

Thanks was given to the volunteer that had come forward to look after the border near The Close on College Road. The volunteer felt that edging would assist the maintenance of the border and this would be discussed at the next Recreation Ground meeting.

A member of the public asked if the Council could contact WSCC Highways in regard to the sycamore trees at the top of College Road and if they could be removed. The Clerk will speak to WSCC Highways.

1353.	<p>Procedure Matters</p> <p>1353.1 Apologies were received from James Horsman, Fiona Rocks, Rowena Chalk, Chris Hotblack and Pam Dennis</p> <p>1353.2 No declarations of interest were made on items on the agenda.</p> <p>1353.3 The minutes of the Parish Council meeting held on 4th September 2018 were resolved by the Council as a true and accurate record, signed by the Chairman.</p>	
1354.	<p>Clerks Report</p> <p>1354.1 The Clerk's Report was circulated to all members prior to the meeting on updates and background information on agenda items.</p> <p>The garage repairs had been completed under the insurance claim.</p> <p>A further complaint had been received in relation to the red van being parked in the Recreation Ground overnight so a second note was put on the vehicle. The owner contacted the Clerk and advised that other vehicles were also parking here. The Clerk advised the Council were not aware of any other vehicles, but notes would be put on them if complaints were received.</p> <p>The Parish Council did not have a stand at the Summer Fair due to lack of available Councillors.</p>	
1355.	<p>Finance</p> <p>1355.1 The schedule of payments for September totaling £6,295.93 were circulated by the RFO, the Council resolved the schedule.</p> <p>1355.2 The RFO circulated the Finance Report which including information on bank accounts. The Council requested the RFO researched banks who provided an online banking system for payments which would be suitable for Parish Council use and report back to the Finance Committee.</p> <p>1355.3 Mandate for HSBC bank account. The Council resolved Mick Brixey, Jonathan Aloof, Rowena Chalk and Derek Stutchbury as signatories on the account and the RFO Helen Schofield to be the Proper Officer authorised to provide information with the correspondence address for the account to be c/o The Post Office, 37 High Street, Ardingly, West Sussex, RH17 6TB and the Clerk and RFO contact details to also be provided. The Council resolved the other authorisations were not appropriate for the Parish Council. The RFO will take the completed forms into the local bank with Rowena Chalk or Jonathan Aloof.</p> <p>1355.4 Consideration to process in relation to outstanding allotment invoices in relation to water charges. The Clerk noted she had not received the water account from Ardingly College and therefore the matter would be added to the November agenda.</p>	<p>RFO</p> <p>RFO/RC</p> <p>Clerk</p>
1356.	<p>Committee Representation</p> <p>1356.1 The Council resolved that Chris Hotblack would join the Finance and Planning Committees and due to work commitments James Horsman would stand down as Chairman of the Planning Committee and Mick Brixey would take over this role.</p>	
1357.	<p>Environment and Traffic Committee</p> <p>1357.1 SN reported that an acknowledgement had been received from RS in relation to the suggestions for Stage 2 of the Traffic Calming. No further information as to the next stages has been received and no acknowledgement from Councillor Acraman had been received.</p> <p>SN noted a comment had been made by a resident in relation to the height of the SID unit on the High Street. BS would speak to the resident again in relation to this as unfortunately the unit cannot go any higher due to operational issues.</p> <p>1357.2 PD had advised the Clerk that she had spoken with Councillor Acraman regarding the issue that WSCC Highways had mown the verge where poppy seeds had been planted, despite a licence being in place. Councillor Acraman recommended that a copy invoice for the £100 was sent to Richard Speller at WSCC Highways asking them to reimburse the costs to the Council with Councillor Acraman copied into the correspondence.</p>	<p>BS/SN</p> <p>PD/Clerk</p>
1358.	<p>Planning Committee</p> <p>1358.1 The minutes of the meeting held on the 4th September 2018 were circulated and noted.</p>	

<p>1359. Recreation Ground Committee</p> <p>1359.1 DS advised that a revised plan had been drawn up, although there were some errors that needed rectifying. A working party meeting was scheduled for the 4th October at 7pm so the revised plan could be reviewed, which would need to be approved by the Parish Council.</p> <p>1359.2 MSDC Play, Amenity, Green Space and Community Buildings Assessment. The Clerk had circulated the document for comment and the Council resolved this to be submitted to MSDC by the 5th October.</p> <p>1359.3 Quotes for work in recreation ground in relation to bins and fencing. The Council resolved the works to replace/move bins in the recreation ground for the sum of £400 and to replace the broken gate to the side of the playground with fencing for the sum of £328. The work will be completed on the 22nd October 2018.</p> <p>1359.4 Dog walker survey and feedback. JH was not at the meeting to report back on the dog survey.</p> <p>1359.5 Litter within the Parish. The Clerk reported a letter had been received in relation to rubbish at the reservoir and the Council requested that a letter was written to South East Water informing them of this issue.</p> <p>Following the retirement of the Council's Street Cleaning Operative, it had been noted that litter was an issue in the village, several comments had been made to the Clerk and Councillors. The Clerk had arranged for a contractor to complete 2 litter picks in the past two months in the Recreation Ground. The Council discussed several options including employing a Village Orderly, the Clerk was asked to speak to Lindfield Council as they have recently been advertising for a similar role. Other options included have village litter pick days with volunteers which is something the Council could consider or to employ a regular maintenance person.</p>	<p>DS</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>	
<p>1360. Emergency Planning Committee</p> <p>1360.1 JA attended the EPLG meeting on the 20th September which discussed winter planning.</p>		
<p>1361. Training, events and attendance at outside meetings</p> <p>1361.1 Wakehurst Meeting – 8th October 2018 at 12pm – MB/DS/CH/RC/SN to attend</p> <p>1361.2 Ardingly College Meeting – 10th October 2018 at 4pm – PD/MB/CH/DS/RL to attend</p> <p>1361.3 MSALC Meeting – 11th October 2018 – BS to attend</p> <p>1361.4 Action in Rural Sussex AGM – 18th October – no one available to attend</p> <p>1361.5 WSALC – AGM Autumn Conference – 8th October 2018 – no one available to attend</p> <p>MSDC Site Allocation Update Meeting to be held on the 8th October at 3.30pm – MB/DS to attend.</p>		
<p>1362. Social Media</p> <p>1362.1 Social media responses from Parish Council The Council resolved to change the website to a page website under the banner of Ardingly Parish Council, rather than an individual Councillor as it is currently set up. SN/JA to be administrators.</p>		<p>SN/JA</p>
<p>1363. Remembrance Beacon – 11th November 2018</p> <p>1363.1 Working Party Report for event arrangements. The Clerk had produced posters and these will be printed off for the large noticeboards and to display in other locations in the village. A further working party meeting will follow to confirm up the final running order and actions required, suggestions were made as to who could be asked to light the beacon.</p> <p>BS reported he has the wreath for the Remembrance Service at St Peters Church.</p>		<p>Working Party</p>
<p>1364. Elections & Diversity within the Parish Council.</p> <p>1364.1 2019 Elections. The Council discussed the ways that residents could be encouraged to join the Parish Council and SN asked if the Council felt they were doing everything they could to attract new members from all areas of the community. For example could Councillors go to organisation events within the village and talk about being a Councillor and what it involves to spread the word about what the Council is about. The Council did note that in recent co-options, they had received several applications.</p>		
<p>1365. Ardingly Summer Fair and Fun Run</p> <p>1365.1 The Summer Fair Committee had not provided any information on finance for the Parish Council to make a decision with regard to financial support.</p>		
<p>1366. Christmas Fayre & Carol Singing Events</p> <p>1366.1 The Parish Council resolved £100 for the purchase of mince pies and mulled wine for the</p>		

	<p>Carol Singing around the oak tree. The Clerk has requested the road closure order. Assistance was requested by RL for setting up the hall on the afternoon of the 30th November from 3pm.</p> <p>1366.2 Christmas tree/lighting. MB/RL will arrange for the Christmas tree and lighting to be put up in at the top of College Road. RL to approach the resident in relation to electricity supply.</p>	<p>Councillors</p> <p>RL/MB</p>
1367.	<p>Consultations No consultations were noted.</p>	
1368.	<p>Correspondence Email received from resident in relation to silhouette soldiers commemorating the end of WWI. MB advised that he would be putting two up in the next few weeks and the resident was informed and advised they were looking to possibly raise money and purchase one.</p> <p>Email from a textile bank looking to offer clothing banks. MB advised that the Council had used these in the past and they had caused issues of rubbish where people dumped bags if the bins were full for example.</p> <p>Email from Tamara Nelson thanking the Parish Council for nominating her in relation to the Safer Streets work for the Community Service Award.</p> <p>Email complaint in relation to noise/bonfire late in the evening at the allotments. The Clerk emailed all plot holders and an apology was received from the plot holder concerned.</p> <p>Email received from a resident in relation to the tree work carried out on the car park boundary of the recreation ground. The Clerk is liaising with the resident and contractor with regard to the removal of the sycamore tree.</p>	<p>MB</p> <p>Clerk</p>
1369.	<p>Matters arising or for future inclusion on agenda</p> <p>The Chairman advised the Council that staff appraisals for the Clerk and RFO had taken place on the 10th October 2018.</p> <p>Agenda Items –Allotment Water Charges. Financial support for Children’s Christmas Production arranged by Ardingly Films.</p>	
1370.	<p>Future meeting dates Planning Committee Meeting – 6th November 2018 at 7.00pm Parish Council Meeting – 6th November 2018 at 7.30pm Planning Committee Meeting – 4th December 2018 at 7.00pm Parish Council Meeting – 4th December 2018 at 7.30pm</p>	

MEETING CLOSED AT 9.45 PM