



## ARDINGLY PARISH COUNCIL

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### **Minutes of the Ardingly Parish Council Meeting held on Tuesday, 6<sup>th</sup> September 2016 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly**

**Present:**

Mr. M. Brixey (Chairman)	Mr. R. Lawson (RL)
Mr. D. Stutchbury (DS)	Mr. B. Strutton (BS)
Mr. J. Aloof (JA)	Mr. S. Noel (SN)
Mrs. R. Chalk (RC)	Mr. K. Monk (KM)
Mrs. F. Rocks (FR)	Mrs. P Dennis (PD)

**In Attendance:**

Mrs. S. Mamoany (Clerk)  
9 members of the public

**Comments from the public:**

Phil Payne and Kim Lo attended the meeting to report on the progress of the Ardingly Fun Run. Currently they are in need of a couple more marshals and a table for the water station. 45 adult entries have been received on-line. The race time has been changed to 1.30pm due to another local race in the morning. The Chair thanked Phil and Kim on behalf of the Council for all their hard work putting the event together and everyone was hopeful it will become an annual event.

Steve Alton spoke regarding the development at the Garage Block, Street Lane and felt that the Council had not looked at the fundamental issues and he raised concerns about the ancient woodland. The Chair advised that the MSDC Environmental Assessment stated that the development was unlikely to have significant environmental effect. The Parish Council had alerted the Tree Officer at MSDC that concerns had been raised by residents about work being carried out in the ancient woodland, which was investigated.

Sarah Fromader noted that the Parish Council had not noted that the site was outside the built up area. The Chair advised that this had been overlooked, however comments had been sent to MSDC to rectify this; the property was a two-bedroom dwelling which were lacking in the village and a unanimous decision by the Planning Committee had been made to recommend approval.

Cheryl Palmer noted that the access was on a dangerous part of the road. The Chair advised that Highways have made no objection and if the building was used as a garage traffic would be using the access, the building may have not been used for many years, but access is still present.

David Hadden noted that the decision made by the Parish Council was not in accordance with the Ardingly Neighbourhood Plan and the Council should be taking note of the contents of the NP. The Chair advised that

each application is considered on its own merits and every member is aware of the contents of the NP and has a copy.

The Chair advised that the Parish Council make a decision on the information available and for the good of the village. MSDC have advised government guidelines are to accept sustainable development and the building is a replacement building with access already available. Comments/objections can be made to MSDC as many residents have done and the planning officers will make the final decision.

David Hadden raised concerns about the Best Parties Ever events being held at the South of England Showground in December. He was concerned about the impact on the village and if the correct licenses were in place to run this event, which included pyrotechnics and dodgems and the events finished at 1am.

Sarah Chapman noted that the licenses are the responsibility of the Showground and they are responsible for making sure they are adhered to.

Although the meeting had not formally opened, the Chair declared an interest in above matter and left the room during the discussions. RC suggested a meeting was arranged with SEAS to discuss how the event will be run. The Parish Council had not received any prior notification about the event.

<p><b>892.</b></p>	<p><b>Procedural Matters</b>              892.1 Apologies were received from Will Meldrum and Rachel Jarvis.              892.2 No declarations of interest were made.              892.3 The minutes of the meeting dated 5<sup>th</sup> July 2016 were AGREED and signed as a true and accurate record.</p>	
<p><b>893.</b></p>	<p><b>Matters arising from the previous minutes not covered elsewhere on the agenda</b></p> <p>It was noted the memorial bench for Ivy Stride and her grandson Trevor Lucas had been purchased and Mr &amp; Mrs Lucas were sorting out the installation arrangements. The Clerk was obtaining a quote to grass over the border near to the new seat.</p> <p>The Clerk is awaiting a quote for the bench repair opposite the bakery. RL advised he would check on the condition of the bench.</p> <p>The Clerk noted that the application for the Department of Transport sign for Traffic Calming needs to be completed. FR advised she would find out the procedure for this.</p> <p>The Clerk still needs to purchase a data safe as agreed.</p>	<p>Clerk</p> <p>RL</p> <p>FR/Clerk</p> <p>Clerk</p>
<p><b>894.</b></p>	<p><b>Finance</b>              894.1 The schedule of receipts/payments were circulated for July/August and these were AGREED and signed by the Chair.</p> <p>It was noted that the noticeboard should be monitored carefully for moisture during the winter following the refurbishment.</p> <p>894.2 Donation of funds from Youth Club in Village. It was noted that Ceri Samson had advised that some funds remain in an account relating to a Youth Club that once ran in the village and they would like to donate it to the Parish Council funds for a youth project with a suggested age range of 11-18. It was suggested that perhaps we seek the views of residents in the spring VV. The money has not yet come into the PC account, but is in the region of £1000.</p>	
<p><b>895.</b></p>	<p><b>Environment &amp; Traffic Committee</b>              895.1 FR advised that WSCC are moving forward with the final plan as agreed at the last meeting and a consultant has been confirmed to carry out the necessary design work. WSCC will be doing the TRO application in house relating to the speed reduction and the delivery date is on schedule for 2017/18. FR noted that WSCC had advised the design costs were £33,000, being the whole budget of the IWP funding, however following discussions it was <b>resolved</b> that the Council would ask for a breakdown of these costs as it was felt it was a lot of money for the</p>	<p>FR/Clerk</p>

	<p>size of the scheme.</p> <p>895.2 The purchase of SID machines for the village was discussed. Three quotations have been received and the cost is in the region of £2,000-£2,500 per machine. FR advised that further research is needed and would be discussed in more detail at the next Traffic Meeting before purchasing these units from the Traffic Calming reserves.</p> <p>895.3 The purchase of 30mph wheelie bin stickers for residents was discussed. It was <b>resolved</b> that a budget of £500 would be available to the Traffic Committee for the purchase of these. It was noted that 40mph signs would be needed in Little London area. The Clerk will check with RS if they can be purchased through WSCC.</p>	<p>Traffic Committee</p> <p>Traffic Committee/Clerk</p>
<b>896.</b>	<p><b>Planning Committee</b></p> <p>896.1 The minutes of the meeting held on the 5<sup>th</sup> July 2016 were circulated and noted.</p> <p>The following was also noted. DM/16/2317 Garage Block, Street Lane, Ardingly – conversion and alteration of existing store to create a detached 2 bed dwelling. Further to the original comments made relating to this application it was noted that a further email was sent to MSDC on the 13<sup>th</sup> July advising that the Planning Committee noted ‘the site is marginally outside the built up area and apologies if this was not clear in our original comments.’</p>	
<b>897.</b>	<p><b>Recreation Ground Committee</b></p> <p>897.1 Pavilion update. DS reported that an invoice had been received from the surveyor which he was currently querying with them. A quote had been received for a budget costing to install a gas main for the sum of £6,500, however no decision as to if gas is required has been made as yet.</p> <p>The water board wish to charge £330 for a quote to install a larger mains supply. The Clerk was asked to investigate this with South East Water.</p> <p>The Recreation Ground Committee will meet in late October and DS is continuing to push the surveyor for build costs.</p> <p>897.2 The Clerk reported that the costings for the refurbishment of the zip wire have increased if using beams directly from the manufacturer which is what has been recommended. The costs now exceed £6,000 so the Clerk was asked to obtain another quote and also check situation with grants if a new unit was purchased instead of a refurbishment of the old one.</p> <p>897.3 Additional dog bin signage. Further to issues of overflowing dog bins it was suggested that two signs were purchased stating ‘Polite Notice – Children play here please clean up after your pet and if this bin is full please take it home or use an alternative dog bin in the area’. It was <b>resolved</b> to purchase two signs (approx. A3 size) with a budget of £200 to include fixing brackets and poles.</p>	<p>DS</p> <p>Clerk</p> <p>DS</p> <p>Clerk</p> <p>Clerk</p>
<b>898.</b>	<p><b>Emergency Planning Committee</b></p> <p>898.1 The Winter Plan for 2016/17 had been circulated to all members with no comments. The salt bin audit was completed and sent to WSCC by the due date. The Committee will meet in September/October.</p> <p>JA will attend the next EPLG meeting to be held on the 22<sup>nd</sup> September.</p>	
<b>899.</b>	<p><b>Training, events and attendance at outside meetings</b></p> <p>899.1 Chairman’s Networking Day – 27 September 2016 – MB/DS will attend this event.</p> <p>899.2 Gatwick Airport Tour Invitation – date to be advised. Clerk advised members to register interest directly with Gatwick, so far DS/RC/WM/RL/KM/FR have expressed interest in attending.</p> <p>SSLAC AGM – 17<sup>th</sup> October at Pulborough - DS/BS will attend as elected representatives.</p> <p>Action in Rural Sussex AGM – 12<sup>th</sup> October at Lewes – no members available to attend. Clerk will send apologies.</p> <p>District Plan Update Meeting held at MSDC offices on 8<sup>th</sup> July – MB/DS attended and reported that until the District Plan is in place a reason had to be found not to build which related to the</p>	



<p><b>906.</b></p>	<p><b>Christmas Tree Lights</b>  906.1 RC advised that she had met with the installer for Blachere Illumination regarding the quotations provided by them. The final costing was £2,390, plus VAT for 300 meters of warm white led lighting, this was for industrial xmas tree lights which if used every day have a lifespan of between 5/7 years.</p> <p>The old tree lights need to be removed and the tree needs some deadwood removed. The Clerk was asked to approach Cedarwood Tree Care regarding the work and to ask if he would be able to assist with the installation in the higher part of the tree.</p> <p>It was <b>resolved</b> to proceed with the Blanchere Illumination quotation and a budget of £3,000 (under the powers of Section 137 of the Local Government Act 1972) was agreed to include the removal of the old lights and any necessary tree work to include the removal of deadwood. The installation will take place before the 10th October 2016.</p> <p>RC was asked to check the situation with the timer for the lights.</p>	<p>Clerk</p> <p>Clerk/RC</p> <p>RC</p>
<p><b>907.</b></p>	<p><b>Hapstead Hall</b>  907.1 Ownership/Land Registration of Hapstead Hall. The Clerk had received correspondence from Colemans Solicitors and had circulated to all members. The letter stated 'The custodian trustees/trustee of Hapstead Hall is the Parish Council of Ardingly. The custodian/holding trustees' function are solely to hold the title of the property. The day to day management is the responsibility of the managing trustees'.</p> <p>As the land is currently not registered, following this confirmation the Council <b>resolved</b> to proceed with registering the land.</p> <p>907.2 It was <b>resolved</b> that the Council would proceed with registering the land as cost effectively as possible, the associated costs would be in the region of £1,480. In addition, a surveyor would have to be instructed to carry out a valuation of the property. RL/SD advised they would be able to obtain quotations.</p>	<p>Clerk</p> <p>Clerk/RL/DS</p>
<p><b>908.</b></p>	<p><b>Village Car Park</b>  908.1 DS had approached MSDC further to the last meeting regarding the possible terms of purchasing the car park. Councillor Gary Marsh contacted the Clerk and asked the reasons why the Council had requested to remove the development rights and advised that MSDC would be unlikely to sell the site but would look to work with the Council to improve the facility.</p> <p>Claire Onslow from MSDC was making a site visit and was due to come back to the Clerk.</p> <p>It was suggested that Gary Marsh was invited to the next meeting.</p>	
<p><b>909.</b></p>	<p><b>Consultations</b>  909.1 Sex Establishment Licensing Policy 2016 – The consultation was circulated to all members and no comments were made.</p>	
<p><b>910.</b></p>	<p><b>Correspondence</b>  Emails had been received from three residents raising concerns about the noise/traffic impact for the Best Parties Ever events due to be held at the South of England Showground in December. It was agreed that a meeting will be arranged with SEAS, RC/KM/DS and the Clerk to set up lines of communication to discuss these concerns.</p> <p>A letter was received from a resident regarding bus transport fees and possible discounts for students via Metrobus and asked if the Council could get involved in this as the 3-1 card has been withdrawn. The Clerk was asked to enquire if any discussions were taking place between WSCC and Metrobus and also to write to the local MP's concerning this matter.</p> <p>A resident had reported to Councillors a problem with the collection of her bin from a property off Street Lane and it was agreed the Clerk would write to MSDC regarding the issue as this resident has assisted collection.</p> <p>Email was received from a resident regarding a tree in Holmans that had been removed, the Clerk confirmed with MSDC that it was not protected or in the conservation area.</p>	<p>Clerk/RC/KM/DS</p> <p>Clerk</p> <p>Clerk</p>

	Email from a resident that advised he had heard a rumor the fir trees at the back of Holmans were being removed, the Clerk responded to advise this was not currently planned.	
<b>911.</b>	<p><b>Staffing Matters</b></p> <p>911.1 RFO Vacancy. The deadline for applications had been extended to the 12<sup>th</sup> September and the position has been advertised with SSALC, Mid Sussex Times, Village Voice and in the Post Office, Bakery and Noticeboards. The Clerk will put on the website. The costs for advertising were in the region of £500.</p> <p>It was noted that WM was looking at possible finance software for the future and this would be discussed by the Finance Committee.</p> <p>Rachel's last working day will be the 14<sup>th</sup> October 2016.</p> <p>911.2 Clerks working hours. Following discussions at the Clerk's recent review the Clerk proposed that her working hours of 18 hours a week are condensed to Monday-Thursday. The Council <b>resolved</b> that this was an acceptable arrangement.</p>	Finance Committee
<b>912.</b>	<p><b>Matters arising or for future inclusion on agenda</b></p> <p>DS requested that as we have received no response from the Head Office of the British Legion that the Clerk write to them to enquire the current position.</p> <p>The Clerk was asked to arrange for a set of keys to be cut for BS.</p> <p>Items for future agendas - Bus Transport and Youth Equipment</p>	Clerk Clerk
<b>913.</b>	<p><b>Future meeting dates</b></p> <p>Planning Committee Meeting – Tuesday, 4th October 2016 at 7.00pm Parish Council Meeting – Tuesday, 4<sup>th</sup> October 2016 at 7.30 pm</p>	

**MEETING CLOSED AT 10.15 PM**