

ARDINGLY PARISH COUNCIL

Parish Clerk: Anne Rumble

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Office: Tuesdays 10 am - 12 noon in Hapstead Hall, Ardingly

Minutes of Ardingly Parish Council meeting held on Tuesday, 14 February 2012 in the Reading Room at Hapstead Hall from 7.30pm.

MINUTES

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| Present: | Mr G Ruse (Chair) Mr M Brixey Mrs R Chalk Mrs P Dennis Mr T Clement Mr W Meldrum | Mr K Monk (Vice-Chair) Mr N Moorey Mrs F Rocks Mr D Walker In Attendance: Mrs A Rumble (Clerk) 2 Members of the Public | |
| 197. | Questions/comments from members of the public. The Chair welcomed Beverley Rosling to the meeting. <i>The meeting closed.</i> Beverley Rosling reported on her family's recent near miss road accident when crossing the road at Hett Close to the Recreation Ground. She reported on what she had accomplished so far and the support she had received to install a pedestrian crossing. Councillors endorsed the proposal and suggested ways of promoting her campaign. <i>The meeting opened.</i> | | |
| 198. | To accept apologies for absence Ms S Chapman, Mrs R Jarvis | | |
| 199. | Declaration of Interests AR/12/00184/TCA - Knowles, Street Lane – Mrs Rocks declared an interest. | | |
| 200. | To confirm and sign the minutes of the meeting held on Tuesday, 10 January 2012 and the Extraordinary Meeting held on 1 February 2012. The Chair called for approval of the minutes of the Council meeting held on the 10 January 2012. With no alterations these were AGREED and the minutes signed. The minutes of the meeting held on the 1 February had not been circulated and the Chair gave an explanation of why he had held the meeting and outlined the key points discussed concerning the Neighbourhood Plan. The minutes will be approved at the next meeting. The Chair invited Mr Hadden to address the meeting. <i>The meeting closed.</i> Mr Hadden stated that extensive discussions had been held with Mid Sussex District Council, as well as neighbouring parishes and proceeded to give his view on producing a Neighbourhood Plan, including the consultation process and timescales. Mr Moorey pointed out that a letter received from Mr Gary Marsh stated that the number of houses and possible sites are required by the end of March. However, during informal discussions with Claire Tester at the Extraordinary meeting it was quite clear that only the sites had to be identified and that the owner's permission was not required at this stage. It was felt that additional information received at the meeting may have led to a misunderstanding concerning timescales and preparation of a questionnaire. Taking this into consideration, Mr Hadden felt that a member of Council should perhaps Chair the Neighbourhood Plan Steering Committee. <i>The meeting opened.</i> AGREED that Chairmanship be discussed at the next meeting of the Steering Group. | | ALL |
| 201. | Matters arising from previous minutes Item 186 – Village Plan Schedule. Mr Walker confirmed that he has received one update. | | |

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| 202. | <p>Financial matters</p> <p>202.1 Any grant/donation requests – none.</p> <p>202.2 Schedule of Payments - Schedule of payments circulated prior to the meeting and AGREED that payment be made</p> <p>202.3 Long Term Service Awards – Further investigation ongoing.</p> <p>202.4 Road Sign expenditure for Road Closure (Christmas Fayre/Carols) S137 – AGREED that payment be made.</p> <p>202.5 Concessionary Travel Scheme - Parish Council subsidy. Councillors AGREED to continue to offer a £5.00 subsidy for residents.</p> | WM |
| 203. | <p>Annual Parish Meeting/Report</p> <p>Mr Meldrum read out the draft annual report. It was AGREED that Mr Meldrum would circulate a revised copy prior to distribution.</p> | WM |
| 204. | <p>Annual Review of Model Publication Scheme</p> <p>Information available under the Model Publication Scheme was ACCEPTED with one amendment.</p> | Clerk |
| 205. | <p>Hapstead Hall</p> <p>Mr Monk reported that he was looking at improving energy efficiency at Hapstead Hall such as installing cavity wall and roof insulation, as well as secondary glazing.</p> | |
| 206. | <p>Recreation Ground</p> <p>Mr Brixey reported that following a complaint from a member of the public a review of Dog Control Signs will be undertaken by the Recreation Ground Committee.</p> | |
| 207. | <p>To consider planning matters</p> <p><u>MSDC</u></p> <p>207.1 Decisions</p> <p>AR/11/03472/FUL - Hill House Farm, Ardingly Road, Lindfield Installation of Ground mounted Photovoltaic Panels to generate electricity for on farm use – REFUSED.</p> <p>AR/11/03299/FUL - 7 The Close Erection of new two storey side extension and single storey rear extension, including new porch and alteration to parking to the front of the property. New windows are being fitted throughout (Amended elevation and block plans received on 05 December 2011.) – GRANTED.</p> <p>AR/11/03758/FUL - 41 College Road Part single storey rear extension and first floor rear extension – GRANTED.</p> <p>AR/11/03767/LBC Jordans, Church Lane Replacement of existing modern crittal window which has a rotten sill. The replacement will be wooden with Slim Lite double glazing – GRANTED.</p> <p>207.2 Applications</p> <p>AR/12/00045/FUL - Great Lywood Dairy, Lindfield Road Proposed porch to the front door on the east elevation. Proposed porch to the back door on the north elevation – RECOMMEND APPROVAL.</p> <p>AR/12/00091/FUL - Wakehurst Place, Selsfield Road Installation of a storage/office unit, with appropriate screening, within the service yard of the visitor centre at Wakehurst Place, Selsfield Road. Clarification as to whether this is a temporary building (as indicated in the plans) and if so, AGREED that temporary permission would be appropriate.</p> <p>AR/12/00135/FUL - The Manse, Street Lane Two storey side/rear extensions – RECOMMEND APPROVAL.</p> <p>AR/12/00092/FUL - Wakehurst Place, Selsfield Road Addition of a glazed covering to existing canopy at the visitor centre, Wakehurst Place - RECOMMEND APPROVAL.</p> <p>AR/12/00093/FUL - Wakehurst Place, Selsfield Road Proposed installation of an oak framed building to house essential pumping equipment at Wakehurst Place – RECOMMEND APPROVAL.</p> <p>AR/12/00166/TCA – Lissadell, Church Lane Douglas Fir - reduce height by 66% - RECOMMEND APPROVAL.</p> | |

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| | AR/12/00184/TCA - Knowles, Street Lane Oak - Lift canopy to clear adjacent building by 2m – RECOMMEND APPROVAL. Mr Walker reported on the Hansons Liaison Group meeting held on the 24 January 2012 (copy of minutes to be circulated). | Clerk |
| 208. | Neighbourhood Plans Progress reports received from individual working groups. The Parish Council AGREED to prepare a questionnaire as soon as possible. Prior to distribution it is proposed that it will be sent to Action in Rural Sussex to review for objectivity and suitability. The Parish Council APPROVED a sum of up to £300 for the AiRS's service and AGREED to set up a Freepost pre-printed envelope for return of questionnaires (c. £80 plus 35p per response). | |
| 209. | Traffic Committee Councillors received a report from Mr Walker. The key areas covered in the report included highway maintenance; a site visit by WSCC in respect of parking on footways and verges in Holmans; progress on traffic speed limits and the installation of a pedestrian crossing at the entrance to the College. In addition, a progress report was received on the preparation of tender documents for the Traffic Study and the setting up of a Steering Group. The next meeting of the Traffic Committee will be held on the 5 March. He had also investigated reports of punctures to pushchair wheels due to thorned vegetation on the footpath on the north side of Street Lane, from the Church Hall. WSCC Highways Department will be notified and advised of maintenance items identified during their recent visit. | DW |
| 210. | Youth Activities The Clerk confirmed that an invoice is expected from Action for Children for administration of the Youth Club. Mrs Rocks will pursue. | FR |
| 211. | Jubilee Celebrations 211.1 Road Closure expenditure – Councillors welcomed the news that the Village Lunch Club will be holding a tea party on the 5 June and supported the application for a road closure to celebrate the Queens Diamond Jubilee. Following a suggestion to hold an event in the recreation ground where residents can meet up for a shared picnic, the Clerk will investigate insurance requirements. | Clerk |
| 212. | Sports and Social Club There was nothing to report. | |
| 213. | Reports from representatives on outside bodies Mrs Dennis confirmed her attendance at a recent meeting of the Police Neighbourhood Panel, which included a review of their priorities and action taken. Mr Monk reported that at a recent meeting, SEAS stated the need to work together with the Parish Council on the Localism Act | |
| 214. | Reports from committees There were none. | |
| 215. | Correspondence 215.1 Email from Solicitor to the Council and Monitoring Officer – Changes to Standards in the Localism Act 2012 – 12.1.12 noted. 215.2 Temporary Traffic Order – Surface Dressing TROs – College Road, Copyhold Lane & B2028. Previously discussed under item 209 Traffic Committee. 215.3 Parking in Holmans – Letter from WSCC dated 6.1.12 to residents (as above). 215.4 Affinity Sutton Signs – Email dated 24.1.12. The Clerk reported on correspondence received with regard to the decision by Affinity Sutton to re-design their estate signage. | |
| 216. | Chairman's announcements Items for information The Clerk will investigate with WSCC on who deploys the local contractor to clear snow from roads not able to be accessed by Council gritting lorries. Councillors expressed their appreciation to Pat Killian for clearing snow from the footpaths. Mr Brixey reported that St Peters School had achieved an outstanding Ofsted recently. Report of stolen gas cylinders has been received from Farmwatch. | Clerk |

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| 217. | <p>Future meeting dates</p> <p>217.1 Alternative Date for June meeting – outstanding.</p> <p>Pavilion Refurbishment Working Party – to be advised</p> <p>Emergency Planning Committee – to be advised</p> <p>Ardingly Parish Council – 6 March 2012</p> <p>Ardingly Parish Council – 3 April 2012</p> <p>Annual Parish Meeting – 1 May 2012</p> <p>Ardingly General Meeting – 8 May 2012</p> <p>Recreation Ground Committee – May 2012</p> <p>Environment Committee – 11 April 2012</p> <p>Finance Committee – April 2012</p> <p>Traffic Committee – to be advised</p> <p>Communications Committee – to be advised</p> <p>Village Plan Monitoring Committee – to be advised</p> | |
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CONFIRMED MINUTES

SIGNED DATED