

ARDINGLY PARISH COUNCIL

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

Minutes of a meeting of Ardingly Parish Council held on Tuesday, 4 October 2011 in the Reading Room at Hapstead Hall from 7.30pm.

MINUTES

Present:	Mr G Ruse (Chair) Mr M Brixey Mr T Clement Mrs R Chalk Ms S Chapman Mrs F Rocks	Mrs P Dennis Mr W Meldrum In attendance: Mrs A Rumble (Clerk) Mrs R Jarvis (Responsible Finance Officer (part)) 3 Members of Public
102.	<p>Questions/comments from members of the public.</p> <p>The Chair welcomed members of the public to the meeting. <i>The meeting closed.</i></p> <p>Following a letter to residents from Mr Yeatman, owner of Butchers Field, Rosemary Molony addressed the meeting and asked if councillors had nominated this site for development. In response, the Council advised that they had not designated any site for development and that the need for housing in the area was part of a desktop exercise undertaken by MSDC in response to their 'Rural Issues Background Paper.' Further explanation of the background to this matter was provided by Mr Meldrum. Rob Lawson stated that Butchers Field is an ideal location for development, whereas, the Standgrove Field location is near a busy road with speeding traffic. He supported the need to build affordable housing, as well as encouraging growth and would be happy for both sites to be developed. <i>The meeting opened.</i></p>	
103.	<p>To accept apologies for absence</p> <p>Mr Walker and Mr Monk.</p>	
104.	<p>Declaration of Interests</p> <p>Item 112 - Traffic Committee - Mr Brixey declared an interest. Item 115.3 Village Development - Ms Chapman declared a prejudicial interest. Item 118.1 Youth activities – Mr Ruse declared an interest.</p>	
105.	<p>To confirm & sign the minutes of the meeting held on Tuesday, 6 September 2011</p> <p>The Chair called for approval of the minutes of the Council meeting held on the 6 September 2011. With one alteration these were AGREED and the minutes were signed by the Chair</p>	
106.	<p>Matters arising from previous minutes</p> <p>Item 84.1 – Hall Charges – It was sent to residents. Item 98.3 Response to letter on Community Engagement in the District Plan for Mid Sussex prepared and sent. Item 99.2 Litter bin, at entrance to primary school remains outstanding.</p>	RC
107.	<p>Casual Vacancy</p> <p>Applications of candidates circulated prior to the meeting. The Clerk informed the meeting that Mr Jon Byers had withdrawn his application due to work commitments. Following a presentation from Mr Nick Moorey, agreed that a secret ballot take place to co-opt the new councillor. <i>Members of the public and candidate left the meeting.</i></p> <p>Following a unanimous vote of those councillors present, AGREED that Mr Nick Moorey be co-opted to the Parish Council. <i>Members of the public and candidate re-joined the meeting</i></p> <p>Mr Moorey signed a Declaration of Acceptance of Office, which were then signed by the Proper Officer and an undertaking to abide by the Code of Conduct. The Chair formally welcomed Mr Moorey as a newly co-opted member. AGREED that Mr Moorey be appointed to Environment Committee, Village Design Statement Steering Group and Hapstead Hall Management Committee</p>	

<p>108.</p>	<p>Financial matters 108.1 Any grant/donation requests – there were none. 108.2 Schedule of Payments - Schedule of payments circulated prior to the meeting. Mr Meldrum asked that the schedule be revised to reflect that the payments as stood were not within budget. Proposed by Mr Brixey, seconded by Mr Meldrum and AGREED that payment be made. <i>The Clerk and RFO left the meeting.</i> 108.3 Holiday entitlement Clerk/RFO – following an increase in April of their contractual hours, Councillors reviewed holiday entitlement for the Clerk and RFO in accordance with the NALC guidelines. It was AGREED that the annual holiday entitlement of the Parish Clerk be increased from 96 to 108 hours and the RFO increased from 24 to 30 hours (including bank holidays and statutory days.) The adjustment for this year is calculated as an additional 9 hours for the Clerk and 4.5 hours for the RFO. It was noted that the annual leave year is from the 1 January to the 31 December. <i>The Clerk and RFO returned to the meeting.</i></p>	<p>Chair</p>
<p>109.</p>	<p>Hapstead Hall It was reported that a review of the hire costs has been undertaken and an internet diary, for management of the bookings will be tested by the Hall Clerk.</p>	
<p>110.</p>	<p>Recreation Ground 110.1 Frost protection, pavilion Mr Brixey reported that quotations received for the installation of a frost stat and heaters amount to c. £2,300. The Clerk is chasing outstanding estimates. He stated that if the pavilion is to remain functional during the winter months, installation of a frost protection system is required, as without it, may invalidate the Council's Insurance Policy. Councillors discussed alternatives and AGREED to the installation of a frost protection system. It was AGREED that Mr Brixey and the Clerk be given authority to spend up to £2,300 for this work. In the meantime, in the event of an unexpected cold snap it was AGREED to turn on and leave a tap running to avoid the pipes freezing.</p>	<p>MB/Clerk</p>
<p>111.</p>	<p>Village Plan An update will be provided at the next meeting</p>	
<p>112.</p>	<p>Traffic Committee It was noted that a meeting of the Traffic Committee is to be held on Thursday, 13 October 2011. Ms Chapman provided an update on the funding received so far. <i>Mr Brixey declared an interest.</i></p>	
<p>113.</p>	<p>Communications Committee Mr Meldrum updated Councillors on expenditure generated by the Village Voice and that part of the website will be dedicated to the two potential developments for the community to express their views.</p>	
<p>114.</p>	<p>Fingerposts Ms Chapman updated Councillors on progress and a bill for the fingerpost at Stoney Lane/Paddockhurst Lane is expected shortly.</p>	
<p>115.</p>	<p>To consider planning matters MSDC 115.1 <u>Decisions</u> AR/11/02420/FUL – 49 High Street Demolition of existing single garage. Proposed two storey extension to accommodate elderly parent – GRANTED. 115.2 <u>Applications</u> AR/11/02633/TEL56 - Tillinghurst Lane, Upgrade 1 pole and provide 2 new poles – RECOMMEND APPROVAL. It was noted that AR/11/02173/COU, Town House Farm, Church Lane, had been WITHDRAWN. 115.3 <u>Village Development</u> <i>Ms Chapman declared a prejudicial interest</i> A letter circulated to residents by the land owner of Butchers Field was discussed and agreed that further investigation is required into its accuracy, in particular, that Butchers</p>	

	Field was the only site identified by MSDC in its 2010 SHLAA as suitable for housing and covenants on neighbouring land. It was noted that the developers of Butcher's Field will be holding their second consultation at Hapstead Hall on Saturday, 8 October from 10.30am to 1pm.	TC
116.	Village Design Statement Ms Chapman reported that several residents had signed up to join the Steering Group and Mr Hadden had agreed to Chair. Appointments from the Parish Council will be Mr Walker, Ms Chapman and Mr Moorey.	NM/SC/DW
117.	Neighbourhood Plans Ms Chapman, Mr Hadden and the Clerk attended a meeting of the Mid Sussex Rural Links Forum organised by AiRS, where the issue of Community Led Plans, Neighbourhood Plans and affordable housing in Mid Sussex, were discussed. It was reported that the Government has provided funding for Neighbourhood Plan Pilots across the country, but with limited resources, it was felt that Parish Council's may find it too labour intensive and expensive to produce a Neighbourhood Plan. It was AGREED that consideration be given to producing a Neighbourhood Plan, including identifying grants and allocating funding for this when determining 2012 budgets. In addition, the Forum provided useful information on affordable housing and it was AGREED to arrange a meeting with MSDC to discuss this further. Ms Chapman informed Councillors that the District Plan, when adopted, will replace the majority of policies in the Local Plan and when preparing Neighbourhood Plans, Town and Parish Councils will be able to include policies which relate specifically to issues in their areas. A list setting out which policies are proposed to be saved has been circulated to Parish Councils for comment. As a response was required prior to the Parish Council meeting (30 September 2011), Councillors endorsed and supported the Parish Clerk's response to save Policies in Chapter 17 of the Local Plan.	Clerk/SC/MB
118.	Youth Activities 118.1 Formation of a Youth Committee. Following a request from Streetmate to reinstate the youth club, which they organised last year, discussions have been held with WSCC and AiRS. It has been agreed with WSCC that funding granted to support a youth worker for one year could be used to provide financial support to Streetmate, a project supported by the charity, Action for Children. In addition, the unused budget allocated towards the cost of a youth worker used to cover administration costs for providing this service. Investigations into the accounting and financial management will be undertaken by the Clerk and RFO. Councillors RESOLVED and AGREED to support these revised proposals.	Clerk/RFO
119.	Sports and Social Club 119.1 Jubilee Celebrations – deferred to next meeting.	
120.	Christmas Festivities 2011 Investigations were underway to replace the lights for the oak tree. The Clerk reported that the Parish Council had received an offer of a Christmas tree from a resident, for display in the village. Councillors appreciated and accepted the offer.	WM
121.	Reports from representatives on outside bodies Mrs Rocks reported on her attendance at an Emergency Planning Liaison Group which included planning for severe weather in 2011/12. It was noted that a Community Resilience Workshop will be held on 9 November 2011. Mrs Dennis confirmed that the next meeting of the Police Neighbourhood Panel will be held on the 10 November 2011.	
122.	Reports from committees 122.1 Recreation Ground Committee – Mr Brixey reported that emergency tree maintenance work had been undertaken for reasons of safety. The Football and Cricket Clubs have been given more time to consider their agreements and contact will be made with the Tennis Club in order to enter into a similar agreement. Mrs Rocks expressed her disappointment at the Recreation Ground Committee's decision to flatten and re-seed the spoil from the drainage work. It was reported that there had been considerable improvement to the parking in Holmans	

	since the commencement of the School Travel Scheme. However, a number of parents were parking by the tennis courts and concern had been raised about the long-term sustainability of the ground. It was AGREED to monitor the situation.	
123.	<p>Correspondence</p> <p>It was AGEED that Mr Clement will prepare a draft response to the changes that MSDC are proposing to make to the Council's and Affinity Sutton's Housing Allocation Scheme with effect from April 2012.</p> <p>DMMO 4/09 - Wildlife & Countryside Act – WSCC (Cuckfield Rural No.1 – (Ardingly: Addition of a footpath)) – Definitive Map Modification Order, 2011. Councillors discussed the response to be prepared by Mr Meldrum. The Chair read out a letter dated 30 September 2011, addressed to the Parish Council from Ardingly College who will be challenging the application. Following a discussion of the conflicting evidence it was agreed that the evidence for creating the footpath was inconclusive.</p>	TC
124.	<p>Chairman's announcements</p> <p>Items for information</p> <p>Mrs Dennis stated that there continues to be a problem with parking in the village and suggested a way of dealing with it (purchase of car park.) Mrs Chalk reported that a special bus has been introduced to get students to the 6th Form College in Haywards Heath.</p>	
125.	<p>Future meeting dates</p> <p>Pavilion Refurbishment Working Party – to be advised</p> <p>Emergency Planning Committee – to be advised</p> <p>Ardingly Parish Council – 1 November 2011</p> <p>Ardingly Parish Council – 6 December 2011</p> <p>Ardingly Parish Council – 10 January 2012</p> <p>Recreation Ground Committee – 22 February 2012</p> <p>Environment Committee – 12 October 2011</p> <p>Finance Committee – November 2011</p> <p>Traffic Committee – 13 October 2011</p> <p>Communications Committee – to be advised</p> <p>Village Plan Monitoring Committee – to be advised</p>	

CONFIRMED MINUTES

SIGNED DATED