

ARDINGLY PARISH COUNCIL

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

Minutes of Ardingly Parish Council meeting held on Tuesday, 7 June 2011 in the Reading Room at Hapstead Hall from 7.30pm.

MINUTES

Present:	Mr G Ruse (Chair) Mr M Brixey Mrs R Chalk Mrs S Chapman Mr T Clement Mrs P Dennis	Mr D Hadden Mr K Monk Mr W Meldrum Mrs F Rocks Mr D Walker 3 Member of the Public	In attendance: Mrs A Rumble (Clerk) Mrs R Jarvis (Responsible Finance Officer)	
30.	<p>Questions/comments from members of the public.</p> <p>The Chair welcomed members of the public. <i>The meeting closed.</i></p> <p>Members of the public addressed Councillors with their concerns at the proposed sale of the Congregational Church and Church Hall which was being advertised for commercial use. They were astonished to learn that the building was not listed and most importantly, believed that the building contributed significantly to the character of the conservation area and should be preserved. Councillors, while fully supportive of their concerns, stated that they would give careful consideration to any application submitted when preparing their response to the Planning Authority. Mr Esposito addressed the meeting in respect of the recent planning application at 49 High Street (AR/11/01349/FUL), stating that the development will have an unneighbourly impact on his property. <i>The meeting opened.</i></p> <p>Councillors agreed that the scale of this development fails to protect and enhance the Conservation Area by significantly reducing the gap between properties, in particular, when viewed from the street. In addition, the extension will have a significant and detrimental effect on the residential amenity of the neighbouring property to the south and set a precedent for developments of a similar scale elsewhere. Councillors AGREED to recommend to the Planning Authority, REFUSAL of this planning application.</p> <p>The Chair thanked members of the public for attending the meeting.</p>			
31.	<p>To accept apologies for absence</p> <p>There were none.</p>			
32.	<p>Declaration of Interests</p> <p>Ms Chapman declared an interest; Item 43 – Planning Applications, Village Development.</p>			
33.	<p>To confirm and sign the minutes of the meeting held on Tuesday, 10 May 2011</p> <p>The Chair called for approval of the minutes of the Council meeting held on the 10 May 2011. With no alterations these were AGREED and the minutes were signed by the Chair as being a true record of that meeting.</p>			
34.	<p>Matters arising from previous minutes</p> <p>Item 11.9 – Training; outstanding. Item 16.2 – School Travel Plan; Representatives from the Parish Council had met with Pene Mather, Safer Routes to School Officer and Cath Pearson, St Peter’s Head Teacher to undertake an evaluation of the car park at the recreation ground. Councillors confirmed that they were satisfied with the assessment provided by the Officer and confirmed support for the proposal, subject to written confirmation from WSCC (received 7.6.11). WSCC would supply a sign to indicate walking route to school. In addition, it was AGREED that a “Vehicles parked at owner’s risk” sign be displayed in the Recreation Ground Car Park as recommended by WSCC. It was explained by Mr Brixey that it was the responsibility of the landowner to undertake a risk assessment of the car park. Item 27 – Community Action Plans; response submitted.</p>			Clerk/MB

35.	<p>Financial matters</p> <p>35.1 Any grant/donation requests – none received.</p> <p>35.2 Schedule of Payments - Schedule of payments circulated prior to the meeting. Proposed by Mr Hadden, seconded by Mr Monk and AGREED that payment be made.</p> <p>35.3 Accounts 2010/11 - Councillors received and APPROVED the Statement of Accounts with amendments for the Audit Returns 2010/2011 and the Annual Governance Statement was APPROVED by councillors. Review of the effectiveness of Internal Audit 2010/11 was received and noted. Fidelity Guarantee – The Internal Auditor recommended an increase of Fidelity Guarantee insurance from £120k to £190k.</p> <p>35.4 Review of membership of outside bodies as at May 2011. It was RESOLVED and AGREED that annual subscriptions to the following organisations should be continued; SALC, NALC, CPRE, Sussex Wildlife, MSALC, SLCC and St Peter’s Parish magazine.</p> <p>35.5 Financial Regulations & Risk Assessment – The regulations with amendments to para. 2.1 – Annual Budgets, were APPROVED and adopted. With the inclusion of an additional paragraph concerning the use of direct debits and with several minor amendments the Risk Assessment was APPROVED and adopted.</p>	
36.	<p>Standing Orders</p> <p>To adopt Section 32b to the Standing Orders (Variation, revocation and suspension of standing orders). A review of the Standing Orders will be undertaken.</p>	DH
37.	<p>Risk Assessments – Advice will be obtained from SALC.</p>	Clerk
38.	<p>Hapstead Hall</p> <p>Mr Monk confirmed that matters raised at the Annual Meeting will be addressed at the next meeting of the Management Committee.</p>	
39.	<p>Recreation Ground</p> <p>39.1 Pavilion Refurbishment Working Party – It was reported that at a recent meeting of the North Mid Sussex County Local Committee a grant was awarded towards funding a feasibility study for potential refurbishment of the pavilion.</p> <p>39.2 Update on Insurance - Claims and correspondence received from AON. Councillors received a breakdown of costs for insurance claims following the recent winter damage and break-in at the pavilion. The total for the three claims amounted to £13,164.25, plus reimbursement of electricity used for the dehumidifiers. To date a sum of £4,807.11 had been received from the insurance company, consequently the outstanding balance of £9,023.24, minus three excesses of £125 each, plus electricity costs were awaited from the insurance company.</p> <p>39.3 Section 106 - Ref: Village Plan 6.3 - Maintain and enhance recreation ground facilities; Drainage of sports pitches. Parish Plan – Item 5.4 Support and maintain Rights of Way; Improve footpath in recreation ground.</p> <p>It was reported that the Recreation Ground Committee had considered pitch drainage schemes from Kestrel and Mackleys. A third company, Grasstex had declined to tender. In addition, quotations had been received from Mackleys and Drivepoint for the widening and resurfacing of the footpath. Renegotiation of costs if both improvements were carried out by one company had resulted in a reduction of £1,065.00 from Mackleys. As a result, the overall price was £29,973.00 with a further 5% discount if an order was placed immediately (£28,605). Furthermore, three quotations had been received for replacement of the sports storage facility from BM Steel, L&M Concrete Garages and a company in Forest Row. Funds allocated from S106 total £29,650, but are project specific. Pitch drainage and path resurfacing is currently allocated £22,650, which would leave a shortfall of £5,955 against the Mackleys’ quotation. MSDC will be asked to reassign the tennis hut allocation (£2,000) and the unused portion of the Sports Storage allocation (£1,285) to the Pitch Drainage and path resurfacing project which would then leave a shortfall of only £2,670. It was proposed and AGREED to accept Mackleys revised quotation and the L&M quotation and to provide up to £4,000 from reserves to cover any shortfall against S106 money. This was ACCEPTED and AGREED by Councillors, with one Councillors agreed on condition of outlet. It was noted that further discussions with the Tennis Club were required as proposals lacked detail.</p> <p>39.4 Multicourt use – Financial year 2010/2011 – Information will be obtained from the</p>	

	<p>Booking Clerk. A Hire Agreement had been prepared and approved by the Recreation Ground Committee. Draft Agreements are being considered by the football and cricket clubs and responses awaited.</p>	Clerk
40.	<p>Village Plan Meeting arranged for 28 June to review progress on actions.</p>	
41.	<p>Traffic Committee 41.1 Traffic Impact Study – progress report. A presentation will be made to Councillors prior to July’s meeting.</p>	Traffic Committee
42.	<p>Communications Committee The next issue of the Village Voice is underway and progress is being made with the website. Mrs Dennis continues with her efforts on updating the Village Guide.</p>	
43.	<p>To consider planning matters <u>MSDC</u> 41.1 <u>Decisions</u> AR/11/00781/FUL – 9 Oaklands Rear ground and first floor extension – GRANTED. AR/11/00696/FUL – Pine Trees, Street Lane Proposed 2 storey extension to rear and alterations – GRANTED. AR/11/00747/LBC – Naldred Cottages, 65 Borde Hill Lane, Lindfield – GRANTED. 41.2 <u>Applications</u> AR/11/01223/FUL – Hill House Farm, Ardingly Rd., Renewal of 09/00898/FUL for a mobile home for 4 agricultural workers for temporary period of five years. – RECOMMEND APPROVAL. AR/11/01241/FUL – Hill House Farm, Ardingly Rd., Proposed “loafing” area for cattle and access ramp to service slurry tank. – RECOMMEND APPROVAL. AR/11/01274/FUL Ardingly College, College Road, Removal of Internal walls to provide improved teaching spaces and alteration of offices to drama studios. Removal of glazed roof light in 1950's extension. Re-introduction of corridor at prep school and sub- division of large studio into two spaces with new sliding folding partition – RECOMMEND APPROVAL. AR/11/01275/LBC Ardingly College , College Road, Removal of Internal walls to provide improved teaching spaces and alteration of offices to drama studios. Removal of glazed roof light in 1950's extension. Re-introduction of corridor at prep school and sub- division of large studio into two spaces with new sliding folding partition – RECOMMEND APPROVAL. AR/11/01349/FUL - 49 High Street Demolition of Existing single garage. Proposed 2 Storey extension to accommodate elderly parent – RECOMMEND REFUSAL (see below). Councillors OBJECTED to this proposal on the following grounds:</p> <ul style="list-style-type: none"> • Overdevelopment. • Overlooking of private rear gardens of Nos 47 and 51 High Street. • Overbearing aspect in relation to neighbouring properties to north and south. • This scale of development will not protect and enhance the Conservation Area, and will substantially close the gap between buildings that provides glimpses of trees beyond, especially when seen by people walking along the street. • Will set a precedent for developments of similar scale elsewhere along the High Street. • A two storey extension of this depth will have significant detrimental impacts on the properties to south and north: <ul style="list-style-type: none"> - extending 4.25 m beyond the back wall of No 47, - neighbouring property to North is only 3.7m wide, and so relies greatly on the open aspect beyond its curtilage. <p>The application plans are incomplete, as they fail to indicate clearly the neighbouring properties to north and south. It was recommend that the scheme should be revised to</p>	

	<p>take account of these objections. AR/11/01406/TCA - Whiteoaks, High Street Fell one sycamore and one beech – RECOMMEND APPROVAL. AR/11/01101/FUL - 28 High Street Single storey side extension and replacement porch to front elevation – RECOMMEND APPROVAL. <u>WSCC -(MID SUSSEX DISTRICT – VARIOUS PARISHES: LONDON TO BRIGHTON BIKE RIDE 2011) - (ONE-WAY TRAFFIC) TEMPORARY ORDER 2011 – 19.6.11</u> WSCC intend to make an Order under Section 16A and 16B of the Road Traffic Regulation Act 1984 (as amended), the effect of which will be to require all vehicles in the lengths of roads in the following parishes to travel in a southerly direction only:- Ardingly - The whole lengths of SELSFIELD RD (B2028), HIGH STREET & LINDFIELD RD was received.</p> <p>Village Development <i>Ms Chapman declared an interest.</i> It was reported that Mr Ruse and Mr Monk had each received a telephone call from Mr Yeatman, owner of Butchers Field, who informed them that he had been advised by District Councillor Mr Marsh that the development of Butchers Field would not be considered because of opposition from the Parish Council. Both Mr Ruse and Mr Monk had advised Mr Yeatman that they were certain the District Council would follow due process and give full consideration to any application, and that the Parish Council would also give careful consideration to such an application in formulating its advice to the Planning Authority.</p> <p>It was noted that, in discussions after a meeting with MSDC Planning Department in 2010, a number of grounds for objection to a development on Butchers Field had been identified and advised to MSDC. It was also noted that in 2008, after widespread consultation (including an open village meeting) on MSDC Rural Issues Background Paper (RIBP), the Parish Council had advised MSDC that it would accept a modest increase in the village development 'envelope' within the terms of the RIBP to meet local needs in the period up to 2026. Finally, it was noted that MSDC Planning Department considered that only two sites (Butchers Field and Standgrove Field) were available for such a development within the strategic timeframe and that it was felt that both within the Council and the wider village community, there would be a preference for development on Standgrove Field provided it met the criteria set out in item 66.3 of the Minutes of the Parish Council meeting of 6 July 2010.</p> <p>It was AGREED that Mr Yeatman receive a copy of the above.</p>	Clerk
44.	<p>Community Led Plans Notification of a cluster working group partnership was received.</p>	
45.	<p>Community 21 (AiRS) A progress report was received from Ms Chapman and Mrs Rocks.</p>	
46.	<p>Youth Activities Councillors were pleased to receive a report from Ms Chapman that at a recent meeting of the Youth Service £4,700 had been awarded for funding a youth supervisor to be shared by four parishes. Councillors remained supportive of this scheme.</p>	
47.	<p>Sports and Social Club There was nothing to report.</p>	
48.	<p>Reports from representatives on outside bodies Mr Hadden and Mr Ruse confirmed their attendance at recent meeting of MSALC. Ms Chapman was present at a meeting of Mid Sussex Rural Links. Ms Chapman, along with Mr Walker and Mrs Rocks reported on their attendance at a meeting of the Council for Voluntary Service. Furthermore, Mr Walker stated that he had attended a meeting of the WSCC North Mid Sussex CLC.</p>	

49.	Reports from committees 49.1 Emergency Planning Committee meeting held on the 23 May 2011 was received. 48.1.1 The Winter Management Plan was adopted with one amendment. 49.2 Recreation Ground Committee meeting held on the 26 May 2011 was received. 49.3 Traffic Committee meeting held on the 1 June 2011 was received.	
50.	Correspondence Notification of proposals by WSCC of possible changes to local bus services (No. 81) – deadline 10.6.11. Councillors were very concerned regarding proposals by WSCC to withdraw the No. 81 bus service. It was AGREED that the Council will respond to the consultation requesting that the service is not withdrawn.	Clerk
51.	Chairman’s announcements Items for information Update received from Mr Walker on the purchase of Ordnance Survey Maps; Mrs Chalk confirmed her re-election as school representative on the Parish Council.	
52.	Future meeting dates 51.1 Confirmed August meeting not required. Pavilion Refurbishment Working Party – to be advised Emergency Planning Committee – to be advised Ardingly Parish Council – 5 July 2011 Ardingly Parish Council – 6 September 2011 Recreation Ground Committee – September 2011 Environment Committee – 12 October 2011 Finance Committee – November 2011 Traffic Committee – June 2011 Communications Committee – to be advised Village Plan Monitoring Committee – to be advised	

CONFIRMED MINUTES

SIGNED DATED