



ARDINGLY PARISH COUNCIL

Parish Clerk: Sarah Mamoany

Tel: 01444 226 209

Email: ardinglypc@hotmail.co.uk

Office: Tuesdays 10a.m - 12noon in Hapstead Hall, Ardingly

Minutes of the meeting of Ardingly Parish Council held on Tuesday 1st October 2013 at 7.30pm in the Reading Room at Hapstead Hall

Present:

Mr. M. Brixey (Vice Chair)	Ms. S. Chapman
Mr. N. Moorey	Mrs P. Dennis
Mr. G. Ruse	Mr. T. Clement
Mrs. F. Rocks	

Apologies

Mr. W. Meldrum
 Mr. K. Monk
 Mrs. R. Chalk
 Mr. D. Walker
 Mrs. R. Jarvis (RFO)

In Attendance:

Mrs. S Mamoany (Clerk)

3 members of the public

161.	<p>Procedural Matters</p> <p>161.1 Apologies were received from Mr. W. Meldrum, Mr. K. Monk, Mrs. R. Chalk, Mr. D. Walker and Mrs. R. Jarvis (RFO)</p> <p>161.2 No declarations of interest were declared</p> <p>161.3 The minutes of the Parish Council Meeting held on Tuesday, 3rd September and the extraordinary Parish Council Meeting held on the 5th August 2013 were AGREED and signed by MB as a true and accurate record. The minutes of the extraordinary meeting held on the 8th August 2013 were not available.</p>	
162.	<p>Matters arising from the previous minutes, not covered elsewhere on the agenda</p> <p>There were no matters arising from the previous minutes.</p>	
163.	<p>Finance</p> <p>163.1 In the absence of the RFO the schedule of payments was circulated. It was noted that figure for receipts was incorrect and the total should have read £38,422 and not £907. This was amended and AGREED and signed by MB.</p> <p>163.2 It was AGREED that following previous discussions at the last Finance Meeting that the</p>	

	<p>Parish Council will remain with Santander and HSBC as is the current arrangement, so the Council funds are split between two banks. It was noted that HSBC want to introduce bank charges too.</p> <p>It was suggested that perhaps the Finance Committee should consider using a bank owned by the government.</p> <p>163.3 The Finance Committee have previously discussed the setting up of internet banking for making payments. This system would benefit the Council as it would save money in bank charges and time spent writing out cheques and posting them. It would involve having two people, one being the RFO and the other a Councillor to authorise payments. It was decided that this should be discussed further at the next Finance Committee meeting in more detail.</p> <p>163.4 Budgets need to be looked at and we should note timings as they will need to be agreed at the December Meeting. Committees should feed any considerations that they have into this. Finance Committee needs to be arranged for end October/early November.</p> <p>The precept was discussed and it was AGREED that the Council should try not to increase this if at all possible or reduce it if this was viable. It was discussed that the Chair of each committee should put forward its budget figures for discussion.</p>	
<p>164.</p>	<p>Environment and Traffic Committee</p> <p>164.1 MB and SC attended the CLC Meeting to be held on the 24 September. It was reported that 20 schemes were put forward and it was agreed to promote three schemes, one of which was the Ardingly Traffic Appraisal, which will go forward onto the Local Community Infrastructure Plan. The document showing all the 370 responses had been used to demonstrate community support. The Clerk was asked to clarify the situation with Helen Card from WSCC as to what the next steps are in this process.</p> <p>A Traffic Meeting will be arranged within the next few weeks to discuss the responses in more detail and also to ensure that the Consultant has met his original brief.</p> <p>Brickyard Cottages - An update was provided on Operation Watershed which involves applying for a grant to obtain a CCTV survey of the drains and sewers. It was AGREED that the Traffic Committee should pursue this issue.</p>	
<p>165.</p>	<p>Hapstead Hall Management Committee</p> <p>Nothing to report.</p>	
<p>166.</p>	<p>Neighbourhood Plan Committee</p> <p>166.1 It was reported that the Clerk had completed the spreadsheet of responses for the public consultation and thanks were given to The Clerk for her input. The document has been sent out in preparation for the Neighbourhood Plan Committee Meeting to be held 2nd October. Paper versions will be available at the meeting.</p>	
<p>167.</p>	<p>Planning Committee</p> <p>167.1 An update of the Planning Applications received was provided as follows:</p> <p>AR/13/0265/FUL – 2 Newcroft Cottages, Selsfield Road, Ardingly, RH17 6TJ - Driveway and crossover -</p> <p>Objections were made as follows to this application: 1) The plans are inadequate – they do not show slope of front garden, indicate whether the ground is to be excavated, show the brick steps that provide shared access to No.5 or provide accurate dimensions. 2) Application fails to demonstrate that there is sufficient depth between front wall of house and public footway to accommodate parking space, leading to potential obstruction of public footway. 3) Proposal</p>	

	<p>would be detrimental to rural setting and attractive character of group of Victorian cottages. 4) Proposal would have detrimental impact on neighboring properties.</p> <p>AR/13/0289/FUL – Middle Lodge, Lindfield Road, Ardingly, West Sussex, RH17 6TS – Rear and side extension to existing main house and new garage. - no objections to extensions of dwelling. Recommend approval for new garage subject to the following conditions: 1) Planting of native species to provide screening from Lindfield Road. 2) Use of garage to be restricted to ancillary to residential use of dwelling.</p> <p>AR/13/02661/FUL – 7 Munnion Road, Ardingly, RH17 6RT – Single storey extension to front and rear. - no objections</p> <p>AR/13/03041/FUL – Adjacent to the Millennium Seed Bank, Wakehurst Place, Selsfield Road, RH17 6TN – Erection of new boiler house to enclose 500KW wood chip boiler – revised plans. - no objections.</p> <p>AR/13/03079/TREE – 7 High Street, Ardingly, RH17 6TA – Horse Chestnut – reduce crown by 2m. - no objections.</p> <p>The following application had just been received:</p> <p>AR/13/03161/FUL – 1 Newhouse Farm Cottages, Paddockhurst Lane, Balcombe, RH17 6RB. – Two storey extension to the west elevation. Replacing existing window on south elevation with new front door.</p>	
<p>168.</p>	<p>Recreation & Open Space Committee</p> <p>168.1 NM advised that at the last Recreation Committee Meeting the Pavilion had been discussed and that it was decided at this stage we would not look at grant funding for extensions/rebuild. However, in the spring we should look at decorating the outside and inside of the building to improve it's appearance and keep it in good order. We could possibly investigate Community Payback to do this work. The Clerk was asked to speak to Worth, Turners Hill and HHTC who have used this service to obtain some feedback. Although it was felt that the outside work should be done by a professional contractor as we need to use the correct materials/paint.</p>	<p>Clerk</p>
<p>169.</p>	<p>Emergency Planning</p> <p>169.1 Three quotes have been provided by contractors. EFP Gritting came to the EP Meeting on the 27 September to discuss the process involved in this type of work. SGS Gritting were the most competitive although concerns were raised that they could have difficulty in getting to us as they are based in Haywards Heath. A site meeting is being arranged with them to discuss this further.</p> <p>It was requested that the budget for gritting/snow clearing be increased to £2,000, this would be put forward at the next Finance Meeting.</p> <p>It was reported that our salt for the winter will be securely stored at the Showground, which they have kindly offered to store free of charge for the Council. In addition, HHTCIC will arrange for the refilling of grit bins during the winter months.</p> <p>Padlocks for our bins were discussed, but it was generally felt that this was impractical to put in place. Labels on how to use the salt effectively have been ordered via Ashhurst Wood Parish Council.</p>	

<p>170.</p>	<p>Youth Management Committee</p> <p>170.1 The Streetmate Proposal document was circulated at a previous meeting and the document was AGREED.</p> <p>170.2 It was reported that we had been experiencing problems with the application that had been put forward to Affinity Sutton but we were working with them to hopefully overcome these issues.</p> <p>The Clerk will contact Hyde Housing to see if they can investigate this further and FR will look at the South East Water Community Fund to see if this is an option of additional funding.</p> <p>The Basic Safeguarding Policy was discussed as we currently do not have one in place and that it would be a good idea to try and approve this at the next Parish Council Meeting. A draft copy should be sent to Streetmate.</p>	<p>Clerk FR Clerk</p>
<p>171.</p>	<p>Film nights at Hapstead Hall</p> <p>A brief discussion was had and it was felt that we should perhaps look at trying to get a showing booked for Christmas. The Clerk needed to do further research on the subject.</p>	<p>Clerk</p>
<p>172.</p>	<p>Training and Events</p> <p>The Clerk, Sarah Chapman and Fiona Rocks would be attending the SSALC training at Turners Hill on the 8th October. The cost had now been confirmed at £27.50 per head.</p>	
<p>173.</p>	<p>Fracking</p> <p>A discussion was had with regard to the issues at Balcombe and it was felt that we should be aware of the situation although it is difficult to get hold of correct factual information that had a balanced view. It was noted that if the Parish Council received any planning applications that they should be considered with a balanced and factual view.</p>	
<p>174.</p>	<p>Defibrillator</p> <p>SC had collected the defibrillator from Haywards Heath Town Council and noted that they had put their own machine outside on the wall. The Clerk was to make further investigations concerning putting the unit outside to make it more accessible.</p>	<p>Clerk</p>
<p>175.</p>	<p>Highways Cluster Group</p> <p>The Clerk had met with Steve Trice and it was noted that some footpaths this year had become overgrown and that this was due to the Cluster Group not knowing the responsibilities and areas. It was therefore agreed that Councillors would meet with members of the HHTCIC team to walk round the village and highlight important areas, ie footpaths to the school, etc. It was agreed that SC and NM would be happy to do this and also to ask Pat Killian to attend the meeting if possible.</p>	
<p>176.</p>	<p>Openness & Transparency on personal interests</p> <p>The Clerk advised that an updated version has been issued of this document and she would circulate a copy of this to all Councillors' for them to read.</p> <p>It was also suggested that we should log the attendance of Councillors at outside meetings. This was agreed and the Clerk will hold this log.</p>	<p>Clerk Clerk</p>
<p>177.</p>	<p>Clerk & RFO</p> <p>177.1 The Neighbourhood Plan has increased the workload on the Clerk during the months of</p>	

	<p>July, August and September. The Clerk put forward her additional hours of 56.5 during that period of time, which was AGREED.</p> <p>The Clerk pointed out that she had been happy to do these additional hours, although this was something that she could not continue to do indefinitely.</p> <p>177.2 It was noted by the Clerk in the absence of the RFO at the meeting that she would be willing to cover the basic requirements of the RFO position when she is on maternity leave from the 1st January 2014 to the 31st March 2014. The Clerk will cover the cash book and cheque signing. The RFO will ensure that the third quarter monitoring is completed (with part of December missing due to the RFO taking annual leave from the 6th December for 3 weeks). The budgets will be set and confirmation of precept and VAT returns will be up to date. It was AGREED by Council that this was a satisfactory arrangement to be put in place. The RFO will return to work in April to get the end of year accounts finalised.</p>	
178.	<p>Consultations No consultations to report.</p>	
179.	<p>Correspondence The Clerk advised that Mr Yeatman had given her a letter which he had requested was distributed to all Councillors.</p>	
180.	<p>Items for information only or inclusion on future agenda</p> <p>PD mentioned that she was concerned about the amount of cycle races through the village and how dangerous some of them were. It was agreed that she would mention this at the next Police Panel Meeting.</p> <p>It was noted that we need to find a replacement for Georgie Curtis to take over the Multi-Court bookings. It was suggested that the Clerk approached Roy Simmonds to see if he would be interested in taking over.</p>	

MEETING CLOSED 8.45 pm