



ARDINGLY PARISH COUNCIL

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

Minutes of the Ardingly Parish Council Meeting held on Tuesday, 1st December 2015 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

Present:

Mr. W. Meldrum (Chairman)	Mr. R. Lawson
Mr. M. Brixey	Mrs. P. Dennis
Mr. K. Monk	Mr. B. Strutton
Mr. S. Noel	Mr. J. Aloof
Mr. D. Stutchbury	

In Attendance:

Mrs. S Mamoany (Clerk)

Councillor Gary Marsh
Three members of the public

Comments from the public:

Three members of the public attended and wished to note their interest to the Council in The Oak which is currently on the market for sale. As a group they were looking at the potential of developing the site and converting the main building into four flats and possibly a cottage on the car parking area. The Council confirmed that the Neighbourhood Plan would not support residential development on the site and the group acknowledged they were aware of the policy relating to this. They advised they were in the preliminary stages of looking at possibilities and wanted to bring their thoughts to the Council. They were aware that the building is Grade II Listed and would look at the site in a sympathetic manner with any development. Councillor Will Meldrum declared an interest in this matter.

It was commented that if the building was not viable as a commercial business then what would the outcome be for the site. The Council are currently in the process of registering the building as a Community Asset.

Councillor Gary Marsh advised the group to proceed with caution and recommended they should consult with English Heritage and Mid Sussex Planning Officers with regard to any ideas they have of development as it would be restricted with a Grade II Listed building. Development would not be possible on the car parking area of the site.

Councillor Gary Marsh advised the Council that they could apply to MSDC for funding for refurbishment of the Public Toilets with a 50% contribution depending on the work that was required. Note agenda item 722.

Councillor Gary Marsh confirmed that the S106 could be renegotiated working with Tom Clark at MSDC and the developers and the current allocation could hopefully be amended. It was noted that the Ardingly Infrastructure Development Plan had not been updated by MSDC when requested by the Council. Note agenda items 719 and 720.

Councillor Gary Marsh noted that the District Plan will be submitted in March/April next year and the housing numbers have been updated. MSDC have used strategic sites so as to avoid going back to revisit Neighbourhood Plans that are in place. When the plan is in place the 5 year land supply will be available and this will end the speculative building issue that has been a problem without the District Plan being in place.

<p>702.</p>	<p>Procedural Matters 702.1 Apologies were received from Rowena Chalk, Fiona Rocks and Rachel Jarvis (RFO). 702.2 WM declared an interest in the item relating to the Oak pub discussed in the public session. No other declarations of interest were made. 702.3 The minutes of the meeting dated 3rd November 2015 were AGREED and signed as a true and accurate record by the Chair.</p>	
<p>703.</p>	<p>Matters arising from the previous minutes and not covered elsewhere on the agenda</p> <p>It was noted Cedarwood had reduced the cost of tree works to £1600 as the work at the Recreation Ground was local.</p> <p>The Chairman thanked Brian Strutton for laying the wreath and representing the Council at the Remembrance Service</p> <p>The Clerk noted she had spoken with Bolney PC and they confirmed that the Bolney Volunteers are a separate body with their own insurance policy. This is paid through the Parish Council though a grant and they are also involved in other activities outside the Parish Council.</p>	
<p>704.</p>	<p>Finance</p> <p>704.1 The schedule of receipts/payments was circulated for November and these were AGREED and signed by the Chair.</p> <p>704.2 The Clerk had been in communication with Peter Smith from WSCC regarding the additional costs involved on the Brickyard Cottage Project which amounted to £1117.50 plus VAT. Following conversations with Peter Smith the Clerk advised the Council that the grant received in 2013/14 for the first stage of the Brickyard Cottage investigations had not been used. The reason being was that the contractor had never submitted an invoice to the Parish Council, despite being chased on several occasions. Peter Smith advised that it was highly unlikely the Parish Council would receive an invoice for the work now and suggested that the money could be used for the additional costs on the second stage of the project, which had now been completed. It was noted that under the terms and conditions of the grant the Parish Council would be liable for any overspend. It was AGREED that the Council would use this money to cover the costs of the additional work and the Clerk was requested to write to WSCC to confirm the situation and should an invoice be submitted in the future the Parish Council would look to WSCC to fund the overspend as they had been to site and agreed the work was required. The Clerk will pay the contractor the £1117.50 and return the balance of the 2013/14 grant being £721.50 to Operation Watershed (WSCC)</p> <p>704.3 In the absence of the RFO the budget figures which were agreed at the Finance Committee meeting held on the 11th November for 2016/17 had been circulated to all members. The figures were unanimously AGREED by the Council.</p> <p>It was noted that the two grants to the Church and Hapstead Hall were given under the powers of S137 – good of the local community.</p> <p>704.4 In the absence of the RFO the precept figure for 2016/17 had been circulated to all members. The precept was increased by 2.1% to £79,501. The Council unanimously AGREED the figure of £79,501 for the year 2016/17 which will be presented to Mid Sussex</p>	<p>Clerk/RFO</p>

	District Council by the 31 st January 2016. 704.5 The Clerk advised that a letter had been received relating to the Sector Led Body Audit Procurement and the RFO had advised the Council to not opt out of the scheme. It was AGREED that the Council would remain in the scheme which is related to the procurement of external auditors.	Clerk/RFO
705.	Environment and Traffic Committee 705.1 FR was not at the meeting to report, however the Clerk advised a meeting was to be held with Richard Speller on the 3 rd December to try and progress items on the action plan. 705.2 The Clerk had recently emailed out an update from the PCSO where she was still working on several areas. 705.3 Operation Watershed – The Clerk is still in communication with Peter Smith regarding the outstanding College Road project.	
706.	Planning Committee 706.1 The minutes of the meeting held on the 3 rd November 2015 were circulated and noted.	
707.	Recreation Ground and Open Spaces Committee DS reported that further surveyors quotes were being obtained and quotes for the replacement/refurbishment of the zip wire have been received and will be discussed at the next meeting. The meeting has been rescheduled for the 16 th December 2015.	
708.	Emergency Planning Committee 708.1 The minutes of the meeting held on the 3 rd November 2015 were circulated and noted. JA advised that the Emergency Plan was being worked on and was hopeful to bring the document to the next Parish Council meeting. The list of volunteers was currently being put together.	JA/Clerk
709.	Youth Management Committee Nothing to report.	
710.	Training, events and attendance at outside meetings 710.1 South East Water Meeting – 16 th November. The Clerk attended the meeting relating to the road closure on Borde Hill Lane in January – possible effects for Ardingly will be increased traffic using Copyhold Lane and coming through the village. South East Water are working with local Town/Parishes to make sure the work goes as smoothly as possible. 710.2 MSALC Meeting – 17 th November 2015 - DS attended, but felt that the minutes recently circulated did not reflect the meeting. 710.3 SSALC AGM – 19 th November 2015 – Apologies were sent as no members were available to attend. 710.4 MSLG Event – 12 th November 2015 – BS attended on behalf of Hapstead Hall/Parish Council and was hopeful to find some grant funding sources. BS advised Gula Sibanda (WSCC Community Officer) might be able to assist and is trying to make contact with him.	
711.	Allotments 711.1 The Clerk has sent a letter to the Allotment Association inviting them to attend a meeting on the 19 th January 2016 with the Parish Council. WM/MB/SN/KM will attend on behalf of the Council.	
712.	Highways Cluster Group 712.1 Nothing to report.	
713.	British Legion 713.1 A meeting has been arranged with David Arnold on the 27 th January 2016 at 7pm. The building survey report has been completed and David will discuss the report at the meeting with representatives of the Club and Parish Council. DS felt that a Solicitor should be present at the meeting due to leases being involved, however it was noted that the initial meeting was a fact finding exercise and then information would be brought back to the Council for discussion and no decisions would be made on the 27 th January. KM noted the pathway to the Legion was in a bad condition and was not sure who was responsible for the maintenance.	

714.	<p>Cinema 714.1 The December film is 'Mr Holmes, being shown on the 3rd with free mince pies and mulled wine available. The January film will hopefully be James Bond showing on the 12th.</p>	
715.	<p>Christmas Fayre 715.1 RC was not present at the meeting however the Chair reported that only 50% of the lights on the oak tree are working. A quote was obtained from Bartletts for £360 to replace the bulbs. RL offered to obtain another quote and will liaise with RC/Chair regarding the price. It was AGREED that a maximum of £360 would be paid to get the work completed in time for the 5th December. 715.2 KM reported more help was needed and asked if everyone could spread the word if anyone was available to lend a hand to set up on the Friday 4th from 2.30 pm.</p>	RC/RL
716.	<p>Community Asset Register The Chair confirmed he was working on the forms relating to registering The Oak as a Community Asset.</p>	Chair
717.	<p>Rebranding of Parish Council Name The Chair noted that he finds peoples perceptions of the Council are that it is connected with the Church and suggested a change of name so residents have a better understanding. Other members felt that this was not necessarily the case and that if we continue to promote the Council with profiles etc in the Village Voice this would assist with people understanding the role of the Parish Council in the village.</p>	
718.	<p>Village Voice 718.1 It was AGREED unanimously that the volunteers would be given a bottle of wine as a thank you gift for distributing the publication and also AGREED that the editor, Margaret Meldrum will receive a £25 garden voucher as a thank you gift. KM offered to arrange the gifts. KM reported that Rosemary and Martin Hodgeson were no longer able to assist with distribution and requested the Chair wrote a thank you letter to them both as they have been volunteers for 12 years.</p>	KM Chair
719.	<p>Standgrove Site S106 Contributions 719.1 The Council expressed concerns at the allocation of the S106 contributions for the Standgrove Site and felt that the Council had not been fully consulted. The figures quoted were detailed in the minutes of the Planning Meeting held on the 30th July 2015. It was noted that the Infrastructure Schedule had not been updated as requested in May 2015, which is the document used to assist in allocation of funds. The Clerk had circulated a draft letter to MSDC raising these concerns. It was unanimously AGREED that the Council will write to MSDC and request that £30,000 should be moved from the Traffic (TAD) allocation to the Community Buildings and allocated to Hapstead Hall as this was a village asset that needed to be kept in good repair for the benefit of the village. This would leave a balance of £57,953 for Traffic (TAD). It was noted that improvements to village centre car parking which had been allocated £22,134 under the Local Community Infrastructure were not viable as no further sites were available. The Council felt the definition should be widened to 'improvements to parking, access and related footpath projects'. This money could be used to improve parking areas on the Recreation Ground and near the Tennis Courts. The contributions should remain for Formal Sport at £39,303 and Community Buildings at £17,073 going towards the refurbishment of the Pavilion. The Clerk will redraft the letter to MSDC with the assistance of the Chairman and Vice Chairman and circulate to all members for approval.</p>	Clerk/Chair/Vice Chair
720.	<p>Ardingly Infrastructure Schedule 721.1 It had come to the Clerks attention that the current Ardingly Infrastructure Schedule (IDP) had not been updated following alterations being sent into MSDC in May 2015, this</p>	

	<p>included works to Hapstead Hall.</p> <p>The Clerk had received an email on the 1st December 2015 from MSDC asking the Council to review the current document and return it with any amendments by the 18th December. Due to the timescales involved, the Clerk will work with the Chair and Vice Chair on the amendments and will circulate to all members for approval.</p> <p>It was noted the Transport sections were highly detailed with schemes that were possibly not viable due to construction and financial implications and the Council felt that this section should not be so specific as the final scheme was still work in progress with WSCC.</p>	Clerk/Chair/Vice Chair
721.	<p>MSOPC – ‘Get Connected’ Event</p> <p>721.1 It was reported that the recent IT drop in sessions run in conjunction with MSOPC and Ardingly College had been very successful with over 20 people attending. The sessions have ended for the year and will recommence in January 2016. Any offers of help to run the sessions would be welcome.</p> <p>721.2 It was noted that Ardingly College would like to involve the village next year with the Fireworks event that they held this year.</p>	
722.	<p>Public Toilets</p> <p>722.1 Some members had visited the facilities and noted an improvement on the cleaning and maintenance repairs that had been completed. The Clerk was requested to obtain quotes for new doors, windows and guttering. Councillor Gary Marsh had confirmed MSDC as a grant funding source for this project most likely on a 50% basis.</p>	Clerk
723.	<p>Consultations</p> <p>723.1 District Plan – no comments were made.</p> <p>723.2 Haywards Heath Draft Neighbourhood Plan – no comments were made.</p>	
724.	<p>Correspondence</p> <p>No correspondence was noted.</p>	
725.	<p>Matters arising or for future inclusion on agenda</p> <p>It was noted that the Cricket Club had mentioned in their AGM report that the refurbishment work on the Pavilion would start in September 2016. The Council noted this would be dependant on the funding sources.</p> <p>Fly the Flag arrangements for Commonwealth Day to be held on the 14th March 2016.</p> <p>The Clerk had requested further information from CAGNE.</p>	
726.	<p>Future meeting dates</p> <p>Recreation Ground & Open Spaces Meeting – moved to the 16th December 2015 at 7.30pm</p> <p>Planning Committee Meeting – 5th January 2016 at 7.00 pm</p> <p>Parish Council Meeting – 5th January 2016 at 7.30 pm</p> <p>Traffic Committee Meeting – January 2016 – date TBC</p>	

MEETING CLOSED AT 9.45 PM