



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, 4th October 2016 at 7.45pm in the Reading Room at Hapstead Hall, Ardingly

Present:

Mr. M. Brixey (Chairman) Mr. W. Meldrum (WM)
Mrs. R. Chalk (RC) Mr. B. Strutton (BS)
Mrs. F. Rocks (FR) Mr. S. Noel (SN)
Mr. K. Monk (KM)

In Attendance:

Mrs. S. Mamoany (Clerk)
Councillor Andrew MacNaughton

Comments from the public:

The Council raised the subject with Councillor Andrew MacNaughton of the planning application relating to The Oak, Street Lane which has been referred to MSDC Planning Committee and has been recommended for approval. The Council was disappointed that the Ardingly Neighbourhood Plan does not seem to have any weight as the Parish Council had objected to the application relating to Policies ARD5 and ARD15. The Council had been advised by Councillor Gary Marsh that a consultant had advised the building needs around £250,000 to put it right and this is why a 4-bedroom property has been applied for in the car park so this will enable the work to be done on The Oak.

Councillor MacNaughton advised that MSDC are without a District Plan and this is still causing difficulties and advised the Council on areas they should cover when they attend the MSDC Planning Committee to speak against the recommendation for approval. In addition he noted that the NPPF does protect in the absence of the District Plan and to use the Ardingly NP policies and suggest what the village does want and to try and persuade the Committee why this is the case. The Chair noted it is difficult for Planning Committee as no formal training is given on Planning and they are not professionals and it is frustrating at times when MSDC does not appear to support the Parish Council.

914.	Procedural Matters 914.1 Apologies were received from Derek Stutchbury, Rob Lawson, Pam Dennis, Jonathan Aloof and Rachel Jarvis. 914.2 MB and KM declared an interest in item 928.1 relating to the South of England Agricultural Society. 914.3 The minutes of the meeting dated 6 th September 2016 were AGREED and signed as a true and accurate record.	
915.	Matters arising from the previous minutes not covered elsewhere on the agenda	

	<p>Rob Lawson had repaired the bench opposite the bakery.</p> <p>Quotes for bed maintenance at The Close were proving difficult to obtain, although two had been received one for £300 and one for £130. The Clerk was asked to contact the owner at 2 The Close to advise that it would be necessary to cut back some of the overhanging conifer trees as this was cutting out light to the border below. WM offered to assist with the work if required.</p> <p>The Clerk spoke to MSDC regarding the assisted bin collection for the resident off Street Lane and they have confirmed they are working with the resident and SERCO to ensure the bin collections are being made. The Clerk wrote to the resident to confirm the situation.</p>	Clerk/KM
916.	<p>Finance</p> <p>916.1 The schedule of receipts/payments was circulated for September and these were AGREED and signed by the Chair.</p> <p>916.2 RFO Vacancy. The Chairman, WM (Finance Chairman) and the Clerk held interviews on the 29th September and following this Stephanie Sparkes was appointed as the new Responsible Finance Officer for the Council who will take up her position from the 10th October 2016.</p> <p>A handover with Rachel Jarvis is being arranged for the 12th October where the internal audit will also take place. WM advised the Finance Committee would look possibly at obtaining finance software in the future.</p>	
917.	<p>Environment & Traffic Committee</p> <p>917.1 Traffic Calming Update. FR advised that Keith Budd had sent through some draft drawings of the final proposals. These will be circulated to all members for comments. FR advised she will be meeting with Richard Speller on the 25th October together with DS and they will discuss parking issues and footpath.</p> <p>The footpaths were discussed and it was resolved that the Traffic Committee would look at the options of getting the sidings of the footpaths cut back, either by requesting Highways do this or contacting Tony Steer (using the Community Payback Service), which would be chargeable.</p> <p>RC noted that the Parent Governors were trying to improve the parking issues at St Peters school and would like to work with the Parish Council. It was agreed that RC/FR would arrange a meeting with the school to discuss parking issues.</p>	<p>FR/DS</p> <p>Traffic Committee</p> <p>RC/FR</p>
918.	<p>Planning Committee</p> <p>918.1 The minutes of the meeting held on the 6th September 2016 were circulated and noted.</p> <p>It was noted that the Parish Council will be represented at the MSDC Planning Committee meeting to be held on the 6th October in relation to DM/16/1483 & DM/16/1509 The Oak, Street Lane, Ardingly – Conversion of The Oak Inn Public House to one residential house, and the redevelopment of the current public house car park to provide one 4 bed dwelling with associated car parking and landscaping. The Chairman will represent the Council and will speak to object to the application.</p>	Chairman
919.	<p>Recreation Ground Committee</p> <p>919.1 Pavilion update. DS was not present to update the Council, a Committee meeting is scheduled for the 18th October.</p>	
920.	<p>Emergency Planning Committee</p> <p>A Committee meeting will be scheduled for October.</p>	Clerk
921.	<p>Training, events and attendance at outside meetings</p> <p>921.1 EPLG Meeting – 22nd September was attended by JA and he had advised the Clerk that a ‘What If?’ training campaign was possibly running next year which would be useful to attend. The next meeting will be held in December.</p> <p>921.2 Parish, Town & District Communication Meeting – 22nd September was attended by the Clerk. This involved short presentations by various departments at MSDC which was a useful meeting and quite well attended. Parking enforcement was requested as an agenda item for the next meeting to be held in December.</p> <p>921.3 Chairman’s Networking Day – 27th September was attended by MB/DS.</p>	

	<p>921.4 Cluster Meeting at Turners Hill – 12th October – No members were available to attend.</p> <p>921.5 West Sussex ALC AGM -17th October will be attended by DS/BS</p> <p>It was noted a meeting will be held on the 1st December in relation to grants, which DS/KM expressed an interest in attending.</p>	
922.	<p>Allotments</p> <p>922.1 The Clerk has chased Ardingly College for the water bill as none have been received since the site was taken on.</p>	Clerk
923.	<p>Highways Cluster Group</p> <p>923.1 The bus shelter has been treated as requested by the Council.</p>	
924.	<p>Ardingly Summer Fayre</p> <p>924.1 WM reported that the Summer Fayre had run successfully with good feedback being received. It was noted that the event is not a Parish Council run event, but has the support of the Parish Council. WM will look to use the funds raised in the region of £400 for promotion of the event next year and in addition would help cover costs if they have a bad year with the weather.</p> <p>Thanks were given to Will Meldrum and all those involved with helping and running the event and the members of the Council who manned the Parish Council stand on the day.</p> <p>924.2 The Fun Run had also been successful with over 50 adults and had brought additional people to attend the Fayre as well. Expenditure to date was £427.08 and income £329.00 so a loss of £98.98. A report was in the Mid Sussex Times and Parish Magazine and a letter of thanks sent to Phil and Kim. It is hoped that the event will become an annual event.</p> <p>The cost of the climbing wall was £650 plus VAT. No charges were made for this on the day.</p> <p>The Clerk will liaise with WM regarding the sponsorship amount and how it is allocated to the Fayre/Fun Run and will be clarified at the next Finance Meeting.</p> <p>The Clerk wrote to Millwood Designer Homes to thank them for the sponsorship.</p>	Clerk/WM
925.	<p>Waste Freighter Visit – 23rd October 2016</p> <p>925.1 Posters have been ordered FR/MB will put up portable notice boards. Parish notice board, website and Parish Magazine are all promoting the visit. Parish Council members confirmed at the last meeting to help are FR/RL/JA/DS.</p>	FR/MB/RL/JA/DS
926.	<p>Oak Tree Christmas Lights</p> <p>926.1 The required work to the Oak tree has been completed at a cost of £400 to include removal of the old lights and deadwood.</p> <p>The light installation is booked for the 5th October and RC will be present and a timer and external isolation socket will be fitted. The total cost of the installation and lights is £2,390.00 plus VAT.</p>	RC
927.	<p>Village Parking</p> <p>927.1 The Council has received several complaints about parking issues in the village, including Street Lane and Ardings Close. MSDC are enforcing the 23 hour parking rule in the Street Lane Car Park and therefore it appears residents who use the car park are moving to other roads in the village to park.</p> <p>The matter was discussed, however due to the areas not being double yellow lines, cars can park in these roads and are not breaking any Highway rules. The matter has been brought to the attention of the Police in the past.</p> <p>As noted in item 917.1 FR/DS will bring this to the attention of Richard Speller (Highways Area Manager) at the meeting in October.</p> <p>It was noted that the users of the Korana Centre use Street Lane to park, sometimes causing issues for residents in particular with access for waste collections. It was resolved the Clerk would write to them and ask politely if they could ask users of their facility to park considerably.</p>	FR/DS Clerk

	WM would draft up a flyer that could be used to put on cars parked opposite any junctions asking them to park considerately.	WM
928.	<p>Best Ever Parties Events</p> <p>928.1 Following the concerns raised by some residents a meeting was arranged with Iain Nicol (SEAS) and the Parish Council who were represented by DS/RC/KM and the Clerk on the 12th September.</p> <p>All the concerns raised were dealt with at the meeting and the following points were noted.</p> <p>All activities will be held inside with the exception of the Dodgems, which have no sound system. There will be no full firework display, the pyrotechnic display is very minimal and happens during the entertainment section. The current licence is in place and allows for this type of event and the premises is licenced until 1am. The event will be marshalled by Best Parties ever including the traffic. Vehicles will enter and exit via the Princes Gate and park inside the Showground and a number of guests will arrive on coaches rather than individual cars. Best Parties will also provide a contact name and number on a letter which will be sent to residents who live closest to the Showground or/and have previously raised concerns.</p> <p>The Clerk has responded to those residents who contacted the Council directly with concerns regarding this event.</p>	
929.	<p>Hapstead Hall</p> <p>929.1 Following the resolution at the September Parish Council meeting to proceed with the land registry of Hapstead Hall three quotations were obtained from surveyors to provide a current valuation of the building for the purpose of first registration.</p> <p>It was resolved to proceed with the quote from Martin Lacey Buckley for the cost of £500 plus VAT. The Clerk will confirm acceptance of this quote and arrange access for the survey.</p>	Clerk
930.	<p>Footpaths</p> <p>930.1 An email was received from a resident relating to wheelchair access on footpaths on the pathway opposite the Church Centre. This matter was discussed and it was agreed that FR/DS would raise this at their meeting with Richard Speller.</p>	FR/DS
931.	<p>Poster Notice Boards</p> <p>931.1 It was noted that the holes for the portable notice boards have disintegrated and need to be renewed and the boards put up for the Waste Freighter posters. MB will assist FR to put them up.</p> <p>It was suggested that perhaps Planning Permission is sought so that they can be put up permanently in the future and the Clerk was asked to find out about this. It is possible to put one up in the Recreation Ground on Parish Council land, but the others would need permission from Highways.</p> <p>It was also suggested that the use of these boards are promoted in the VV so other associations/clubs within the village can use them to promote village events.</p>	<p>MB/FR</p> <p>Clerk</p> <p>Clerk</p>
932.	<p>Royal British Legion</p> <p>932.1 The Clerk had received a reply from David Arnold at the Royal British Legion advising that they do not have the available resource at present to move forward and they will contact the Council again in January when a new Club Relationship Manager has been appointed.</p>	
933.	<p>Consultations</p> <p>933.1 Local Government Finance Settlement Technical Consultation – 28th October 2016. The RFO has advised that this could affect Parish Council precepts in the future moving forward with a possibility of them being capped, perhaps only for larger councils in the first instance.</p> <p>MB will look at the information provided by NALC and put together a suggested response and circulate.</p>	MB
934.	<p>Correspondence</p> <p>An email was received from PFK Littlejohn (external auditors) with some queries relating to the Annual Return, which Rachel is in the process of dealing with.</p>	RJ

<p>935.</p>	<p>Matters arising or for future inclusion on agenda Borders at The Close Village Voice distributors annual gift Traffic Committee/Primary School communication</p> <p>The Clerk was requested to obtain a set of keys for the pavilion for BS to hold.</p> <p>The Chairman thanked BS for arranging the poppy wreath for the Remembrance Day Service to be held in November which arrived this week. The Clerk has confirmed that BS will represent the Parish Council at the Service.</p>	<p>Clerk</p>
<p>936.</p>	<p>Future meeting dates Planning Committee Meeting – Tuesday 1st November 2016 at 7.00pm Parish Council Meeting – Tuesday, 1st November 2016 at 7.30 pm</p>	

MEETING CLOSED AT 9.06 PM