



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, 6th December 2016 at 7.30pm 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)	Mr. D. Stutchbury(DS)
Mr. R. Lawson (RL)	Mrs. P. Dennis (PD)
Mr. J. Aloof (JA)	

In Attendance:

Mrs. S. Mamoany (Clerk)
Mrs. S. Sparkes (RFO)

Comments from the public:

Roy Simmonds representing the Ardingly Horticultural Society spoke regarding the idea of making a memorial garden in remembrance of Brian Ball who had sadly passed away in the summer and was the President of the Horticultural Society and Chairman of the British Legion. Roy presented a plan showing the rearrangement of the access path to the Legion building so creating a greener area with seating, planting and feature tree and was seeking support from the Parish Council. The British Legion were keen to support financially. FR suggested that a grant could be available for a project such as this from the CLC. The matter was discussed by the Council in item 971.

956.	Procedural Matters 956.1 No apologies were received. 956.2 No declarations of interest were made relating to agenda items. 956.3 The minutes of the meeting dated 1 st November 2016 were AGREED and signed as a true and accurate record.	
957.	Matters arising from the previous minutes not covered elsewhere on the agenda KM advised the gifts for the VV distributors and Editor had been purchased and distributed.	
958.	Finance 958.1 The minutes of the meeting held on the 15 th November were circulated and noted. 958.2 The schedule of payments for November 2016 were circulated, agreed and signed by the Chairman. WM noted that it appears the invoicing for the VV advertising/sponsorship was not up to date prior to the previous RFO leaving. Stephanie will look into this and issue the appropriate	RFO

	<p>invoices.</p> <p>958.3 The budget figures for 2017/18 were circulated to all members by the RFO and the following was noted.</p> <p>The Clerk had confirmed following the Finance meeting that the street lighting and dog bin costs would increase. Therefore it was proposed that the street lighting would be increased by £300 and the dog bins by £52. The Youth Project budget was decreased by £352 to £598. It was noted that the current reserves held for Youth Projects was £4,642. The Council resolved to agree these amendments and the RFO will amend and circulated to members.</p> <p>The total grants payable of £8,350 to the Church and Hapstead Hall were given under the powers of S137 – good of the local community.</p> <p>956.4 The precept figure for 2017/18 had been circulated to all members. The precept remained at £79,501 the same as 2016/17. The Council resolved to agree the figure of £79,501 for the year 2017/18 which will be submitted to Mid Sussex District Council by the 31st January 2017.</p> <p>956.5 The RFO advised that she was experiencing difficulties with the laptop which was in the region of 6/8 years old. It had been checked over by a repair shop, but had failed again. It was resolved that a new laptop would be purchased suitable for the job with a budget of £500 to include any necessary software. WM offered to assist the RFO with finding a suitable spec machine.</p> <p>956.6 The purchase of Finance Software was discussed which was felt would assist the Council moving forward. The Council resolved to agree that this should be purchased and WM/RFO will work together to find the best package for the Council's usage. It was felt that it would be best to try and run the new software alongside the current spreadsheets before the new financial year. The costs would be in the region of £650 set up and ongoing maintenance £200 per annum.</p> <p>958.7 Pension Pooling Fund – Documents had been received from WSCC which needed a response by the 28th December. It was resolved that WM as Finance Chair would look into this matter and report to all members the best action for the Council and its employees.</p> <p>958.8 The use of reserves was discussed the RFO was awaiting clarification as to if earmarked reserves can be moved around or once they are set aside do they have to remain there. The Council have a good amount of reserves, although are aware that future projects could incur high expenditure, ie pavilion, playground, Hapstead Hall. It was resolved that looking at these reserves should be tied into the 3-year plan for the Council moving forwards and would give the Council a better idea of their position. See item 969.</p> <p>958.9 The Council resolved to add Mick Brixey as a signatory to the Santander current account.</p>	<p>RFO</p> <p>RFO/Clerk</p> <p>RFO/WM</p> <p>WM/RFO</p> <p>WM</p> <p>RFO</p>
<p>959.</p>	<p>Environment & Traffic Committee</p> <p>959.1 FR noted that she would be grateful for additional support with Traffic as it was a very contentious subject in the village. If documents are sent out, please can members comment on them. The Clerk was requested to send out the drawings from WSCC again and ask for feedback so FR could go back to WSCC. FR felt that other villages were getting far better measures for traffic calming than Ardingly has been given for example the crossing types that have been allowed. It was noted that residents sometimes are confused about how much power the Parish Council has with regard to these decisions as it mainly falls back to Highways.</p> <p>A Traffic meeting will be held in January to move forward. The information required for the purchase of the SID machines will be available for the meeting so a decision can be made with regard to the purchase.</p> <p>959.2 Traffic Regulation Order (TRO) Lindfield Road. The TRO to reduce the speed to 40mph along a 680 metre distance of road on the B2028 south-eastwards from the 30mph. FR commented that the 30mph would be extended to the gateways on the WSCC plans for the Ardingly Traffic Scheme and suggested this was commented on in the Council's response. It was resolved that the Council would write in support of the TRO noting that they were in conversation with Richard Speller regarding the 30mph south of Bingham Cottages.</p>	<p>Clerk</p> <p>Clerk/FR</p> <p>Clerk/FR</p>

	The Clerk was asked to advise Highways that the new gullies on the reservoir causeway at West Hill had not been cleared out this year.	Clerk
960.	Planning Committee 960.1 The minutes of the meeting held on the 1 st November 2017 were circulated and noted.	
961.	Recreation Ground Committee 961.1 The minutes of the meeting held on the 18 th October 2017 were circulated and noted. 961.2 DS advised he met with the surveyor this week and the size of the building will be modified to include an extension which will give more storage space and better facilities and layout and a revised plan would be available for the January meeting. The Clerk was asked to arrange a site meeting with MSDC Planning to discuss the proposals and if full planning permission would be required. In addition, DS had attended a grant funding meeting where MSDC had advised that funding was available for this project.	Clerk/DS
962.	Emergency Planning Committee 962.1 The minutes of the meeting held on the 15 th November 2016 were circulated and noted. JA reported that a new grit bin was being ordered for the Street Lane car park. Winter training had been organized with Richard Speller for the 14 th January from 9am and Pat Killian had been invited to attend. 10 snow shovels had been received from WSCC. JA will attend the EPLG meeting to be held on the 8 th December and will ask Ben Toogood about volunteers insurance.	JA
963.	Hapstead Hall Management Committee 963.1 KM reported that he had attended a grant funding meeting where money could be available for the roof and the Hall Clerk was looking into this. The hall has many areas that need work to include staining the floors, new boiler, exterior decorating and possibly new windows. The hall is running at a loss and using its reserves and in a couple of years could be without funds to continue running. The Chair suggested that perhaps the Management Committee should consider further fundraising events in the future; however KM raised concerns about who would be able to take this on within the Committee. The bookings for the hall have increased and it was noted that a lot of other venues are available in the village so pricing is difficult and the lack of parking for the venue adds to the difficulty in letting it. KM thanked all those who assisted in putting up and taking down the staging for the Christmas Fayre and that it had been a very successful event, together with the Christmas Carols around the tree.	
964.	Christmas Lighting RC reported that the new lights had received good feedback. The possibility of further lights on Hapstead Hall was put to the Management Committee however as repairs might be needed to the soffits in the near future this would have to be looked at again and no decision was made.	
965.	Training, events and attendance at outside meetings 965.1 District Plan Update at MSDC. This meeting was attended by MB/DS and it was noted that the District Plan is currently with the inspector but no date is available as to when a decision will be made. Concerns were raised over housing numbers and that possibly Neighbourhood Plans may have to be revisited should the District Plan not be passed. 965.2 EPLG Meeting – 8 th December – JA to attend. 965.3 Attendance of RFO/Clerk Training Events. It was resolved that the RFO would attend the SSALC End of Year Accounts training event to be held on the 23 rd February costing £40. SN advised that he had attended a Conservation Area Appraisal meeting and requested if a budget could be allocated to venue hire/printing costs for a workshop that is being planned for January. As it was not an agenda item this could not be confirmed and will be added to the January agenda.	RFO Clerk
966.	Allotments 966.1 The Clerk confirmed that all invoices had been sent and a payment reminder sent out	

	<p>this week. The Grant money in the sum of £4,593 from MSDC for the set up costs had been received. One plot had become vacant and has been re-let and we have one person remaining on the waiting list. The College has still not sent a water bill despite being requested on several occasions.</p>	
967.	<p>Highways Cluster Group 967.1 No update from Steve Trice at the current time on the contract going forward from March 2017. The team will install the new grit bin and refill it for us.</p>	
968.	<p>Website Councillor Workshop 968.1 It was noted at the recent Finance Meeting that the website is often out of date and the Clerk lacks time to ensure all areas are updated. It was therefore suggested that WM could run an evening workshop to show all members how to use the website and the relevant Committees could keep on top of their own section of the website. It was agreed that this would be a good idea and WM will confirm a suitable date.</p>	WM
969.	<p>Parish Council Business Plan 969.1 It was resolved that WM/SN would meet to come up with a first template for a 3 year business plan for the Council which would help achieve the Councils long term plans and assist with the management of reserves moving forwards. This would then be discussed with wider groups moving forwards.</p>	WM/SN
970.	<p>Flower Bed at The Close, College Road 970.1 A meeting was held with the owner of 2 The Close and KM/RL/MB and the owner of the conifers that are overhanging the border on College Road agreed to them being trimmed back. MB will put together a specification for contractors and then quotes will be obtained.</p>	Chair/Clerk
971.	<p>Memorial Garden for Brian Ball 971.1 Ardingly Horticultural Society put forward a suggestion for a memorial garden to the area of land between the car park and Hapstead Hall. The Council noted that this area is unsightly at the current time and the plan submitted by Roy Simmonds would be a vast improvement on the area. It was noted that the majority of this area is leased by the Legion. The Legion AGM was being held this evening and it was agreed to leave making a decision following the outcome of that meeting as it appears there is some uncertainty over the future of the club.</p>	
972.	<p>CiLCA 972.1 The Clerk requested if the Council would be in agreement for her to take a weeks study leave in January to work on the CiLCA portfolio otherwise she was concerned that she would not be able to complete the work in the required timescale. The Council resolved that this was acceptable and the Clerk will use the w/c 16th January.</p>	Clerk
973.	<p>Meeting dates for 2017 973.1 The following meeting dates were confirmed 10th January (subject to hall availability), 7th February, 7th March, 4th April, 2nd May, 6th June, 4th July – no August meeting, 5th September, 3rd October, 7th November and 5th December 2017 Parish Meeting - 25th April. Hapstead Hall Custodian Trustees – 7th March and 5th September.</p>	
974.	<p>Consultations No consultations.</p>	
975.	<p>Correspondence An email was received from SEAS with the information relating to contact details for the Best Ever Parties events to be held in December at the Showground. The Clerk will put a copy on the noticeboard.</p> <p>A resident had commented about a commercial vehicle being parked in Oaklands and the Clerk had advised that she was not aware of any restrictions to parking on this road and unfortunately nothing could be done. However, if the vehicle was parking on the Oaklands grass area then the Parish Council could put a polite notice as they would be damaging the grassed area.</p>	Clerk
976.	<p>Matters arising or for future inclusion on agenda A vote of thanks was given to KM for his hard work in running the Christmas Fayre this year. JA raised the issue of the footpaths which had not been resolved. FR/JA will take photographs</p>	

	<p>and these will need to be sent through to Highways to report the issue. JA also noted a pine tree that he felt could be dangerous and will report this to the Footpath Ranger.</p> <p>Items for January agenda: Commonwealth Day – 13th March 2017 Travel Plans with St Peters Primary School Memorial Garden</p>	JA/FR
977.	<p>Future meeting dates Planning Committee Meeting – Tuesday, 10th January 2017 at 7.00pm Parish Council Meeting – Tuesday, 10th January 2017 at 7.30pm</p>	

MEETING CLOSED AT 9.25 PM