



## ARDINGLY PARISH COUNCIL

Parish Clerk: Sarah Mamoany  
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### Minutes of the Ardingly Parish Council Meeting held on Tuesday, 4<sup>th</sup> September 2018 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

**Present:**

Mr. M. Brixey (Chairman)	Mr. D. Stutchbury (DS)
Mrs. R. Chalk (RC)	Mr. J. Horsman (JH)
Mrs. F. Rocks (FR)	Mr. B. Strutton (BS)
Mr. S. Noel (SN)	Mr. R. Lawson (RL)
Mr. C. Hotblack (CH) from item 1336	

**In Attendance:**

Mrs. S. Mamoany (Clerk)  
 Mrs. H. Schofield (RFO)

Councillor Andrew MacNaughton

**Comments from the public:** 4 members of the public were present.

The new editor of the Village Voice introduced herself to the Council and was welcomed to the voluntary role; another resident has also come forward to assist with the production of the publication. The Chairman thanked them for coming forward to volunteer as it was much appreciated that the publication would be able to continue to provide information to residents in the Parish.

<p><b>1334.</b></p>	<p><b>Procedure Matters</b>          1334.1 Apologies were received from Pam Dennis and Jonathan Aloof.          1334.2 RL declared an interest in item 1341.2 in relation to Ardingly Football Club. MB declared an interest in item 1343.4 in relation to the South of England Agricultural Society.          1334.3 The minutes of the Parish Council meeting held on 3<sup>rd</sup> July 2018 were <b>resolved</b> by the Council as a true and accurate record, signed by the Chairman.</p>	
<p><b>1335.</b></p>	<p><b>Co-Option of Parish Council Vacancy</b>          Two applications were received for the vacancy from Andy King and Chris Hotblack. Andy King sent his apologies as was unable to attend the meeting. Chris Hotblack was invited by the Chairman to introduce himself to the Council.</p> <p>The Council <b>resolved</b> to hold a signed ballot vote. The Council <b>resolved</b> by a majority of 7 votes to co-opt Chris Hotblack onto the Parish Council. Chris was welcomed by the Chairman to join the Parish Council meeting and signed the Declaration of Acceptance of Office.</p>	



	<p>Traffic Calming Scheme completed by WSCC Highways had been rejected as the law prevents the Ombudsman from investigating the complaint because it is made by a parish council. SN advised he would submit a complaint as an individual resident.</p> <p>1339.3 Data collection. Richard Speller advised the Traffic Committee that data was a key factor in any scheme. Therefore, it was arranged that a survey of pedestrians in relation to a pedestrian crossing would be completed and submitted to WSCC Highways. FR/CH/BS/RL volunteered to carry out the data survey. FR will put together a schedule and the Clerk will draw up a data analysis sheet.</p> <p>1339.4 The Terms of Reference for the Traffic Committee were reviewed and the Council <b>resolved</b> to the amendments recommended by the Traffic Committee.</p>	<p>SN</p> <p>FR/BS/RL/ CH/Clerk</p> <p>Clerk</p>
<b>1340.</b>	<p><b>Planning Committee</b></p> <p>1340.1 The minutes of the meeting held on the 3<sup>rd</sup> July 2018 were circulated and noted.</p>	
<b>1341.</b>	<p><b>Recreation Ground Committee</b></p> <p>1341.1 Pavilion refurbishment update. DS advised that he is awaiting a revised plan and will circulate tomorrow to all members. A working party meeting will need to be arranged.</p> <p>1341.2 The Clerk informed the Council that the Football Club had made a request for a credit note on the last seasons fees. This request was made due to the weather and running out of time due to the league and they had to hire a 3G pitch, incurring higher costs for the season. The Council <b>resolved</b> that on this occasion they would not issue a credit note.</p> <p>1341.3 The cleaning contractors for the pavilion had been informed by the Clerk in June that the pavilion was being used in dates in late July/August and access would not be available after 10am for cleaning. When submitting the recent invoice the company had asked if the Council would be prepared to pay extra as the cleaner worked on a Sunday. In view of the fact the company had received notice in June about this the Council <b>resolved</b> that they would not be prepared to pay any additional fees as they felt they should have been informed prior to the work being done.</p> <p>1341.4 Playground Inspections. The Clerk had obtained three quotations for the quarterly and annual playground inspections. The Council <b>resolved</b> to accept the quotation for £215 based on the savings made.</p> <p>1341.5 Recreation Ground Bins. The Clerk had instructed a contractor to complete the required works in order that MSDC will take over the bin emptying contract of the 4 bins in the Recreation Ground. However, the contractor had failed to commence the work and a new contractor needs to be found. The Clerk has arranged for a litter pick to be carried out on the 10<sup>th</sup> September following the Fete/Fun Run being held.</p> <p>1341.6 Public Toilets. The work on the public toilets has not started and therefore a new contractor will need to be found.</p> <p>1341.7 Tree works. The tree work has been completed to the southern boundary of the Recreation Ground car park and footpath. The tree contractor advised that he had found a sycamore that is dying, and his recommendation would be to remove this. The cost would be £300 and the Council <b>resolved</b> that the work should be carried out due to safety.</p> <p>The contractor had also been asked to look at the oaks on Oaklands following a branch falling off an oak tree in Street Lane owned by WSCC Highways and residents being concerned. They reported back that one of the red oaks (954) has a fungus (Young Ganoderma resinaceum) which attacks the roots and in later stages can make the tree unstable. As the fungus has only just appeared the recommendation is that no action is required at this stage but the tree will need to be monitored in the future.</p> <p>The Clerk had reported that a new first aid kit had been purchased for the pavilion. The Cricket Club and Football Clubs had confirmed they have their own.</p>	<p>DS</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<b>1342.</b>	<p><b>Emergency Planning Committee</b></p> <p>The Clerk noted the licence had been received from WSCC Highways in relation to the new salt bin which will be located on Street Lane, near to the Holmans entrance. The new salt bin will need to be purchased and installed.</p>	<p>Clerk</p>

<p><b>1343.</b></p>	<p><b>Training, events and attendance at outside meetings</b></p> <p>1343.1 North Cluster Meeting – 31<sup>st</sup> July 2018 at 10am – DS/RL attended and reported on the meeting noting the Community Payback Scheme and PiP (Permission in Principle) which was highlighted by East Grinstead Town Council. Councillor MacNaughton advised the Council that no PIP requests have come forward since the planning legislation was amended in June.</p> <p>1343.2 MSDC Comms Meeting – 20<sup>th</sup> September 2018 at 9.30am</p> <p>1343.3 EPLG Meeting – 20<sup>th</sup> September 2018 at 11pm – JA to attend</p> <p>1343.4 SEAS Meeting – 21<sup>st</sup> August 2018 – JA/DS and the Clerk met with Iain Nicol SEAS to discuss the parking arrangements in relation to the concert. SEAS had prepared a letter for residents in the coned off areas and were offering residents parking passes to use an area of the Showground. It was reported that no complaints had been received and the measures that had been put in place by SEAS had assisted with traffic issues, although it was noted that numbers attending were much lower than the previous concert. The Clerk was asked to write to SEAS to thank them for listening to residents concerns and acting upon them, however some comments had been noted that more proactive communication with residents would be preferable and perhaps a further public meeting could be arranged by SEAS in the future. It was noted that a Football match was being held and SEAS will offer parking in the future to sports clubs if required. The matter of social media was discussed and will be added to the next agenda.</p> <p>1343.5 A meeting will be held with Tony Sweeney from Wakehurst on the 8<sup>th</sup> October 2018 at 12pm. All Chairmen of Committees have been invited to attend.</p> <p>1343.6 SSALC Elections Briefing – 12<sup>th</sup> February 2019 The Clerk will attend this training event.</p> <p>BS attended the MSALC meeting on the 12<sup>th</sup> July and reported that items on the agenda included anti-social behavior/rural crime, Parish-on-Line and advised a Neighbourhood Plan briefing will be held in February next year by MSALC.</p> <p>Ardingly College had invited the Planning Committee to a meeting to be held in October, date to be confirmed. Paddy Jackman is leaving the College in December and therefore wished to introduce his replacement prior to him leaving.</p>	<p>Clerk</p> <p>Committee Chairman Clerk</p> <p>Planning Committee</p>
<p><b>1344.</b></p>	<p><b>Silver Saturday Tea Party</b></p> <p>1344.1 The WI are organising the Silver Tea Party on 6<sup>th</sup> October. A grant has been approved from MSDC for £250 and a request had been made for a further £200 to go towards entertainment/food for the event which will hopefully involve over 60 older residents from the village. The Council <b>resolved</b> the additional £200 to support the event. Assistance was also requested from Councillors for cakes and help with setting up from 12pm onwards.</p>	<p>MB/BS</p>
<p><b>1345.</b></p>	<p><b>Remembrance Beacon – 11<sup>th</sup> November 2018</b></p> <p>1345.1 It was agreed a working party should be set up to organise this event. RC/FR/CH/RL/DS/MB/BS advised they would assist with the arrangements, suggestions included reading out the names of those who died in WW1 and the Flanders Fields poem and it was discussed if it could be arranged for the church bells to ring, food and drink will be available. The timings of the event will need to run with the official times and the event will need to be promoted with posters/advertising. Possible donation buckets with collections going to the Royal British Legion. A meeting of the working party will be arranged for next week. A grant of £250 had been confirmed from MSDC and the Council <b>resolved</b> a further £250 from reserves to support the event.</p> <p>It was noted that the event poppies would be put up around the village on the 22<sup>nd</sup> September. MB requested volunteers to come forwards to help on the day.</p>	<p>RC/FR/CH/ RL/DS/MB/ BS</p> <p>Councillors</p>
<p><b>1346.</b></p>	<p><b>Village Voice</b></p> <p>1346.1 The Council <b>resolved</b> a budget of £150 in relation to software required for publication should this be required by the new volunteers.</p>	
<p><b>1347.</b></p>	<p><b>Ardingly Neighbourhood Plan Review</b></p> <p>1347.1 The Council discussed a review of the Neighbourhood Plan in the future. It was noted that this should be budgeted for in 2018/19. Councillor Andrew MacNaughton advised that grants might be available from MSDC to support Parish Councils.</p>	
<p><b>1348.</b></p>	<p><b>Pensions</b></p> <p>1348.1 The Clerk had circulated the draft Pension Discretionary Policy as a request had been made</p>	

	for a policy by WSCC due to it being a statutory requirement. The Council <b>resolved</b> the Employer Pensions Scheme Discretion Policy.	
<b>1349.</b>	<b>Consultations</b> No consultations were noted.	
<b>1350.</b>	<b>Correspondence</b> Email correspondence from residents in relation to the tree branches falling from an oak tree in Street Lane in August.  Email from organisers of the Village Fair/Fun run in relation to requesting financial support from the Parish Council. It was noted the Council had supported the event in previous years by contributing to the mini golf/rock climbing attractions. A decision could not be made due to matter not being listed on the agenda and will be referred to the October meeting.  The Parish Council will attend the Summer Fair. FR/SN to arrange the promotional material for the stand, unfortunately several Councillors who were due to attend were no longer available. CH advised he could help set up.  BS raised the issue of the border on College Road (adjacent to The Close) as a resident had approached him about taking over the maintenance but could not dispose of the waste. MB offered to collect the waste and BS will speak to the resident. The Clerk will contact the contractor who are currently maintaining the area.	Clerk  FR/SN/CH  BS/MB/ Clerk
<b>1351.</b>	<b>Matters arising or for future inclusion on agenda</b> Agenda Items – Elections and Diversity as a Parish Council. Dog Walkers Survey. Summer Fair/Fun Run Financial Support. Allotment Water Charges. Responses to Social Media Comments.	
<b>1352.</b>	<b>Future meeting dates</b> Planning Committee Meeting – 2 <sup>nd</sup> October 2018 at 7.00pm Hapstead Hall Custodian Trustees Meeting – 2 <sup>nd</sup> October 2018 at 7.15pm Parish Council Meeting – 2 <sup>nd</sup> October 2018 at 7.30pm Planning Committee Meeting – 6 <sup>th</sup> November 2018 at 7.00pm Parish Council Meeting – 6 <sup>th</sup> November 2018 at 7.30pm	

**MEETING CLOSED AT 9.40 PM**