



ARDINGLY PARISH COUNCIL

Parish Clerk: Bernadette Cox
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Minutes of the Ardingly Parish Council Meeting held on Tuesday 3rd March at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

Present

Councillor D. Stutchbury (Chairman)
Councillor C. Hotblack (Vice Chairman)
Councillor J. Aloof
Councillor P. Burr
Councillor R. Chalk
Councillor B. Gass
Councillor J. Horsman
Councillor J. James
Councillor K. James
Councillor B. Strutton
Councillor G. Taylor

In Attendance Mrs. B Cox (Parish Clerk)
Mrs. H Schofield (RFO)

1533. Public Questions

One member of the public was present (Cllr Andrew MacNaughton) and no questions/matters were raised.

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| 1534 | Procedural Matters 1534.1 There were no apologies received. 1534.2 There were no declarations of interest in respect of any matters on the agenda. 1534.3 The minutes of the Parish Council meeting held on 4 th February 2020 were duly APPROVED by the Council and the Chairman signed a copy of the same as a true and accurate record of the proceedings. | |
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| 1535 | <p>Clerks Report 1535.1 Members had been supplied with a copy of the Clerks Report prior to the meeting. The contents of the Clerks report were accepted and APPROVED.</p> | |
| 1536 | <p>Governance Matters 1536.1 To adopt the revised APC Code of Conduct The Clerk had been advised by SSALC that the Parish council Code of Conduct needed reviewing, however this item is to be deferred until the Apr Parish Council Meeting as the revised document is not yet ready for approval. 1536.2 To agree timings for the Annual Parish Meeting to be held on the 14th of May 2020 It was discussed and AGREED that the Annual Parish Council Meeting will commence at 7.30pm on the 14th of May 2020 1536.3 To approve that the Parish Clerk liaise with SSALC to discuss a bespoke Training session for APC Officers and Councillors focusing on their roles and responsibilities to include researching the cost of said training. The Clerk explained that Councillor Chalk had contacted her and suggested that the Parish Council including its officers would benefit from some external training around roles and responsibilities and could the item be placed on the agenda for discussion. The Clerk asked the Full Council did they want to be booked onto the regular training at SSALC that covers this at a cost of £70 per head plus VAT or did they want the Clerk to approach SSALC for a bespoke training package specifically for Ardingly and if so what areas did they want the training to cover. After discussion it was AGREED that the Clerk would look to book the Full Council including its officers on the existing SSALC training package at £70 per head plus VAT with the preference that the Full Council including its officers were to be booked on the same session.</p> | |
| 1537 | <p>Finance 1537.1 To receive and approve the schedule of payments since the last meeting The RFO summarised the payments since the last meeting totaled £5416.79 and asked Councillors to note there was an outstanding salary payment to be added to that amount. 1537.2 To receive the Finance Report The Finance Report was ACCEPTED and APPROVED. 1537.3 To receive an update on the process of registering the Parish Council for VAT The RFO had circulated a report to all Councillors prior to the meeting detailing the options available to the PC around VAT in reference to the Pavilion refurbishment project. The options detailed in said report were:</p> <ol style="list-style-type: none"> 1. Accept the PC is unable to recover the VAT on the project 2. Don't charge for use of the pavilion. 3. Decide to make an "option to tax" <p>The pros and cons of the three options were discussed by the PC and the following key points were noted.</p> <p>Currently there is no specific charging scale for hire of the Pavilion and the only hirers are those that block book such as the Cricket Club registering for VAT would increase their costs. Councillor Stutchbury asked if the PC could just de register after the refurb to avoid adding VAT to hirers bookings. The RFO explained an action like that would amount to tax fraud.</p> <p>The RFO explained that the decision that needs to be made is about future use of the Pavilion as that will guide their decision as to what option is appropriate.</p> | |

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| | <p>Councillor J. James explained that if the PC registered for VAT it would apply to all its relevant assets not just the Pavilion and he also expressed concerns that offering the Pavilion for one off hire might have a financial impact on Hapstead Hall who offer similar hire of facilities.</p> <p>Councillor Hotblack asked the RFO how hard the “option to tax” option would be to manage from the RFO’s perspective. The RFO explained that she would need to produce quarterly VAT reports and it would produce more work around what “we” claim back. Councillor Hotblack asked the RFO if this would mean a need to increase the RFO’s hours. The RFO confirmed that would be the case.</p> <p>After the discussion The Parish Council unanimously APPROVED “Option 3”</p> | |
| 1538 | <p>Planning Committee 1538.1 The Planning Committee to give a verbal report on any outstanding applications of particular interest to the Parish Council There were no outstanding applications of interest to the Parish Council</p> | |
| 1539 | <p>Matters requested for inclusion on the agenda at the last meeting 1539.1 To receive an update on the Chairman’s meeting with Richard Speller WSCC Highways There is no update on this item as the Clerk is still waiting for Mr. Speller to confirm his availability for a meeting with the Chairman.</p> | |
| 1540 | <p>General Matters 1540.1 Councillor Stutchbury to provide an update on the Pavilion refurbishment and extension Councillor Stutchbury explained the Pavilion Working Party have a meeting planned to finalise the total figure for the Pavilion Refurbishment on the 19th March 2020 and he will report back to the Parish Council after that meeting has taken place. 1540.2 To discuss the requirement for a Village Housing Needs Survey This item was deferred to item 1541.1 of this agenda as the Chairman felt it would be more relevant to discuss the Village Housing Needs Survey under that item. 1540.3 To approve the request from the organisers of the Scarecrow Festival that the Parish Council support the event financially up to the value of £250 with an actual anticipated cost of £200. The Scarecrow Festival is to be held the week of 16th to the 23rd of May 2020 The Parish Council APPROVED the sum of £250 be allocated to the organisers of The Scarecrow Festival to support the costs of the event. 1540.4 To receive the Ardingly Film Clubs report on the Christmas theatrical Production supported by the Parish Council The Ardingly Film Club report on the Christmas Theatre Production was gratefully ACCEPTED by the Parish Council. 1540.5 To discuss the requirement to research a traffic management scheme for the village, should SA25 remain in the DPD Councillor Burr suggested this item as he felt it may be appropriate that an external provider be contracted to provide a report on a potential traffic management scheme should SA25 remain in the DPD. There was some discussion as to what historical traffic reports had been completed before within the village and Councillor Horsman explained he could not ascertain from the handover traffic folder where the PC were in regard to their phased traffic management scheme. Councillor J. James asked if the Traffic WP had met to look at this and the Clerk explained the Traffic WP have a meeting planned for the 17th of March 2020. It was AGREED the Traffic WP will first look at what has been done prior to any further traffic management schemes being considered.</p> | |
| 1541 | <p>Working Party Updates 1541.1 To receive an update from the SA25 Allocation and DPD Working Party The Clerk explained to the Parish Council she had received an email from Andrew Marsh at MSDC Planning informing her of the revision to be made to SA25 in regulation 19 of the DPD.</p> | |

The Clerk read the following extract from said email.

“the Sites DPD report is due to be published later today on our Scrutiny Committee page. It confirms that SA25 was initially assessed as Major development at 100 units due to its impact on the two historic settlements at Ardingly. A second proposal has been assessed which reduces the size of the site – limiting development to the eastern section (from the historic hedgerow/tree line) and retaining the western section as open space. This has been assessed as not major, the yield for this size site is 70 dwellings”.

Councillor MacNaughton was asked by the Parish Council if the developers could challenge for more than 70 dwellings at application level. Councillor MacNaughton advised that the allocation was for 70 dwellings and if developers challenged for more MSDC can refuse the application on those grounds. Councillor MacNaughton was asked what constituted a Major Development. Councillor MacNaughton explained there is no formula that classes a development as Major or not, but he explained that both the AONB and the Developer are content with the reduction from 100 to 70 dwellings.

The Clerk reminded the Councillors of its previous resolutions agreed at the February PC meeting and advised the Councillors that they needed to discuss and vote on if they felt that this reduction was “substantial”. Councillor Stutchbury stated that the PC cannot make that decision alone and suggested the PC needed to reach out to the village to inform their decision. He then went on to say that potentially a Housing Needs Survey would also help inform the PC’s decision. Councillor J. James raised the point of would the reasonable man on the street think a reduction to 70 is a “substantial” decrease.

Councillor Hotblack remarked that the AONB and MSDC feel the revision means it is no longer a major development so what would be the PC’s argument for future revisions. Councillor Taylor reminded the Full Council that “they” voted to seek a substantial reduction of SA25 or seek to remove it from the DPD he then went onto say “we” need to answer the question, do “we” think the reduction is substantial.

Councillor J. Horsman raised the question that if the PC pushed to either reduce SA25 further or remove it from the DPD would this cause the Showground to struggle financially. Councillor J. James remarked that he could not see why a site reduction would mean the SG would struggle financially. Councillor Stutchbury challenged Councillor J. James by suggesting the SG need the profit of the site sale to enhance their business.

Councillor Chalk then interjected and stated that if “we” push to remove the number of houses then the number of affordable homes will also reduce and then if any further reduction means the site is considered financially unviable the developers will look to wiggle out of any affordable housing commitment.

Councillor Burr explained that he felt that 70 dwellings meant a mix of house types and prices. Councillor Gass explained that the Parish Council is aware that at times Parishioners have not felt consulted during this process. He went on to say that the Information morning proved to be a success both to inform the Council but to give Parishioners the opportunity to participate in the consultation process fully.

Councillor Gass suggested that perhaps another information Day and a Village Survey would help inform the Parish Council and allow them to make the decision confidently. After discussion it was felt that gaining the Parishes view would support the Parish Council to make an informed decision and that an Information Day and Village Survey was an appropriate next step.

The Parish Council RESOLVED that prior to the 2nd MSDC Consultation (on Regulation 19 of the

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| | <p>DPD) the Parish Council will hold a Village Information Day (displaying the revisions to SA25) and after said Information Day, circulate a survey within the Village to ascertain the Parishioners views on the revisions, in particular whether the village feels that a reduction to 70 dwellings at SA25 should be considered "substantial". The result of this survey will inform the Parish Council's "next step" on SA25. The Parish Council then AGREED the SA25 Working Party is to create the DRAFT survey for approval by Full Council".</p> <p>After the resolution there was a brief discussion about the contents of the survey and it was AGREED that the primary question to be asked in the survey was "Do you feel the reduction at SA25 is substantial?" it was also AGREED that the SA25 WP would create a DRAFT factsheet to accompany the survey detailing the pros/cons of the revisions at SA25. It was then AGREED that both the DRAFT survey and accompanying factsheet should be ready for approval at the April Parish Council Meeting.</p> <p>1541.2 To receive an update from the Communication Working Party There was no update to be received from the Communication Working Party</p> <p>1541.3 To receive an update from the Wellbeing and Events Working Party Councillor K. James updated the Parish Council on the upcoming arrangements on the upcoming Commonwealth Day to be held on the 9th March 2020. The Posters have been displayed and the invitations distributed. Ex Parish Chairman/Councillor Ken Monk will give the Welcome and Rev Crutchley will be attending to give thanks. Children from Ardingly College are to share their work on Commonwealth Day with those in attendance and refreshments will be provided by the Parish Council. Councillor K. James explained that she is no longer able to attend the day and asked for volunteers from the Council to support the event. Councillors Stutchbury, Hotblack and Chalk agreed to attend.</p> | |
| 1542 | <p>External Meetings</p> <p>1542.1 To receive and discuss the report from the meeting between representatives of the Parish Council and the Showground held on the 26th of February 2020. Councillor Hotblack gave a verbal report on the showground meeting held on the 26th February. The notes of which had been circulated to all Councillors prior to this meeting. It was noted that that there would be no further work completed on the Outline Plan of SA25 by Charterhouse until after the Scrutiny Committee on the 11th of March. It was agreed that the next meeting between the PC and SG should happen after MSDC Full Council vote on the revised DPD.</p> | |
| 1543 | <p>Matters of public urgent importance or for future inclusion on agenda</p> <p>1543.1 To discuss the previous Parish council suggestion to submit an of application for public parking in Street Lane</p> <p>1543.2 To receive feedback from the Climate Change Workshop to be held on the 18th March 2020</p> <p>1543.3 To agree a date for Finance Committee to meet to approve end of year accounts</p> | |
| 1544 | <p>Future Meeting Dates</p> <p>1544.1 Parish council meeting for 7th April 2020</p> | |