

ARDINGLY PARISH COUNCIL

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Office: Tuesdays 10 am - 12 noon in Hapstead Hall, Ardingly

Minutes of the meeting of Ardingly Parish Council held on Tuesday, 1 February 2011 in the Reading Room at Hapstead Hall from 7.30pm.

MINUTES

<p>Present:</p>	<p>Mr G Ruse (Chair) Mr M Brixey Mrs R Chalk Mr D Hadden Mrs P Dennis</p>	<p>Mr K Monk Mrs F Rocks Mr W Meldrum Mr D Walker</p>
	<p>In attendance: Mrs A Rumble (Clerk) 10 members of the public</p>	<p>Mrs R Jarvis, RFO(part)</p>
<p>197.</p>	<p>Questions/comments from members of the public.</p> <p><i>The meeting opened</i> Meeting opened by the Chair who welcomed members of the public. Mr Hadden, Mrs Dennis and Mrs Chalk declared an interest in Planning Application AR/10/02555/COU.</p> <p><i>The meeting closed.</i> Residents attended meeting relating to amended application for Town House Farm – AR/10/02555/COU. Mr Monk, Chair of the Planning Committee reported on the opinion of council representatives and their recommendations following a site visit. The amended application had addressed several of the issues raised, but continues to raise concerns. Planning Committee would recommend approval of the proposals with conditions to the Parish Council. The Chair invited members of the public to address the Parish Council. They expressed their previous concerns, in particular the vulnerability of pedestrians due to increased traffic on this narrow road, lack of passing spaces and poor visibility. It had been observed that several office units in the area were vacant and not being utilised, hence no identifiable need for such a development. In addition, it was questionable as to whether the agricultural buildings were redundant. Residents considered that the development was detrimental for a Conservation Area and recommended that councillors reconsider their decision.</p> <p><i>The meeting opened.</i> The Chair thanked members of the public for attending the meeting. Mr Hadden, Mrs Chalk and Mrs Dennis left the meeting and therefore would not vote. The remaining Councillors considered proposals made by Mr Monk; to recommend APPROVAL of the revised planning application with the following conditions;</p> <ul style="list-style-type: none">• Confirmation that these are redundant farm buildings.• The proposed change of use to offices be a condition of use, only for this purpose.• Adequate restrictions on hours of use.• Arrangements be put in place for traffic control and effective vehicular calming measures.• Access road is single track with no passing places on either public highway or private road, together with very bad visibility.• Church Lane is a well used pedestrian route by members of the public for access to Ardingly Reservoir and Wakehurst. In addition, children use this route at least twice a day to walk to and from school.• Lack of parking for this type of development continues to be of concern.• Proposal out of character within this Rural Residential, Agricultural and Conservation Area. <p>Those in favour 5, those against 1. It was RESOLVED and AGREED to recommend APPROVAL with conditions, as outlined above.</p>	

	<i>Members of the public left the meeting.</i>	
198.	To accept apologies for absence Ms S Chapman.	
199.	Declaration of Interests Mr Hadden, Mrs Dennis and Mrs Chalk declared an interest in Planning Application AR/10/02555/COU. Mrs Rocks declared an interest in Planning Application AR/10/03974/FUL - Knowles Barn, Street Lane. Mr Brixey declared an interest in Item 206.1 – Pavilion refurbishment (SEAS). Mr Hadden and Mrs Dennis declared an interest in Item 202.6 – Concessionary Fares Scheme.	
200.	To confirm and sign the minutes of the meeting held on Tuesday, 11 January 2011 Chair called for approval of the minutes of the Council meeting held on 11 January 2011. With no alterations these were AGREED and the minutes were signed by the Chair as being a true record of that meeting. The Council were reminded that in accordance with Standing Order 6, “(a) No discussion of the draft minutes of a preceding meeting shall take place except in relation to their accuracy. (b) Minutes, including any amendment to correct their accuracy, shall be confirmed by resolution and shall be signed by the Chairman of the meeting and stand as an accurate record of the meeting to which the minutes relate.”	ALL
201.	Matters arising from previous minutes Item 179 – Financial Matters, letter sent to Bartletts. Item 181 – Christmas Planning 2011, letter sent to Mr Overy. Item 191 – Sports & Social Club – awaiting response from MSDC Planning Department. Item 193 – Emergency Planning Committee – Winter Maintenance Plan sent to WSCC.	
202.	Financial matters 202.1 Any grant/donation requests - none 202.2 Schedule of Payments - Schedule of payments circulated prior to the meeting. Proposed by Mr Hadden, seconded by Mr Monk and AGREED that payment be made. 202.3 Councillor Training (DH) – Training deferred until after election for financial reasons. It was important that all councillors take advantage of this training offered by the Parish Council. 202.4 Vandalism Monitoring – Information to be made available on request. 202.5 Review Model Publication Scheme – Freedom of Information Act. Document circulated to councillors prior to the meeting. It was unanimously AGREED that the Parish Council approve the Model Publication Scheme, with amendments. 202.6 Concessionary Fares Scheme – Parish Council subsidy Councillors AGREED to continue to offer a £5.00 subsidy for residents. <i>Mrs Jarvis left the meeting.</i>	RFO
203.	Annual Parish Meeting Annual report 2010/11 - Document circulated to councillors prior to the meeting. It was unanimously AGREED that the Parish Council approve the Annual Report with amendments. Copy to be placed in the next issue of the Village Voice.	WM
204.	Hapstead Hall See separate minutes.	
205.	Village Plan 205.1 To consider participation in the Community 21 Pilot Project being undertaken by AiRS – It was proposed by Mrs Chalk, seconded by Mr Hadden and AGREED to participate in this scheme. It was reported that Mrs Chapman will take the lead on this initiative and report back to council. 205.2 To note that the next report from Monitoring Committee due March 2011. Meeting arranged for 18 February 2011.	SC
206.	Recreation Ground 206.1 Pavilion Refurbishment Working Party Mr Monk updated councillors on progress. Two alternatives were being considered; to extend and refurbish the existing building or to build new facilities elsewhere in the locality.	

	<p>Following a meeting with a representative from SEAS proposals will be submitted to them for consideration. Summary of requirements and usage had been received from clubs and organisations.</p> <p>206.2 Update on Winter Damage – insurance claim Councillors received an update from Mr Brixey on progress with repairs. Unfortunately, a secondary leak had been identified resulting in further damage and an additional claim submitted to Council’s insurers. Research into a frost protection system was being investigated.</p> <p>Section 106 – The Clerk explained she had received from MSDC a summary of the monies available now or shortly, resultant from Section 106 allocated to formal sport. It was AGREED that a range of proposals will be submitted to the Recreation Ground Committee for consideration.</p>	MB/DH
207.	<p>Environmental Issues Adjourned to the next meeting of Council.</p>	
208.	<p>Communications Committee Uncertainty, that the village website was being promoted in documents was raised by the Clerk as the site was in its infancy and lacked detail. It was also felt that proposals on the design, content and functionality of the website had not been fully presented to the Parish Council. It was AGREED that councillors examine the website and submit comments to Mr Meldrum.</p>	ALL/WM
209.	<p>Traffic Committee Terms of Reference – With one amendment the Terms of Reference were APPROVED. A query had been raised on place of meetings for committees. Following advice from SALC (Legal Topic Note LTN 1) it was confirmed that the Traffic and Emergency Planning Committee is restricted to advising the Parish Council on any matter relating to the discharge of its functions (S.102(4) of the 1972 Act).</p>	Traffic/ Emergency Planning
210.	<p>To consider planning matters <u>MSDC</u> 209.1 <u>Decisions</u> AR/10/03500/FUL – Great Lywood Dairy, Lindfield Rd., Ext. to be added to west elevation to match existing 1930’s extension east elevation – GRANTED. AR/10/03650/LBC – Bolney Farmhouse, Selsfield Road Installation of internal and external insulation to North Westwall – GRANTED. AR/10/03516/LBC – Town House, Church Lane Insertion of new window to Northwest elevation (bathroom) and an additional roof light to new extension to the Northeast elevation – GRANTED. AR/10/03353/FUL – Units 2 to 4, College Road – WITHDRAWN. 209.2 <u>Applications</u> AR/10/02555/COU - Town House Farm, Church Lane Change of use from redundant farm building/store to B1 office use, with associated building alterations. Amended location plan showing passing space and supporting information received 6/01/11 – RECOMMEND APPROVAL (see above) AR/10/03974/FUL - Knowles Barn, Street Lane, Proposed refurbishment and alterations to existing single storey annexe to form family accommodation ancillary to Knowles Barn. (Amended plans received 19th January 2011 removing rooflight in north west roof pitch and window in north west elevation) (Amended plans received 25 January 2011 introducing rooflights in south east roof pitch and minor internal change). NEITHER OBJECT OR SUPPORT (see application comments). AR/11/00063/TCA - 2 Downshire Terrace, Street Lane, Fell one Chamaecyparis, one Ailanthus and one Salix – RECOMMEND APPROVAL. AR/11/00216/TCA – Land at Butchers Shaw, Street Lane Fell one ash – RECOMMEND APPROVAL.</p>	
211.	<p>Village Guide Progress being made.</p>	

212.	<p>Youth Activities 212.1 Opening of multicourts in holidays. AGREED representatives from the Parish Council to discuss and make arrangements to open the multicourts during half term (21 February) unsupervised. 212.2 Youth Club. AGREED to recommend to the Recreation Ground Committee that the youth club have use of Social Room for a period of one year (Thursday evenings).</p>	<p>WM/FR/DH</p> <p>Rec. Grd Committee</p>
213.	<p>Sports and Social Club An update on progress for the Village Fete was received.</p>	
214.	<p>Reports from representatives on outside bodies Mr Monk, along with Ms Chapman reported on his attendance at a Utility Management Workshop - 'Utilise- Savings through Efficiency, part of the Low Carbon Essentials Project funded by the EU and run by the West Sussex Sustainable Business Network. Mrs Dennis confirmed her attendance at a recent Police Neighbourhood Panel meeting and reported that Police have warned of fuel and salt theft, furthermore they wish to receive reports on fly tipping in the area.</p>	
215.	<p>Reports from committees No reports received.</p>	
216.	<p>Correspondence 216.1 Letter from MSDC dated 13.1.11 Draft Service & Budget Plans 2011/12 circulated 17.1.11 was received. 216.2 Email from MSALC dated 14.1.11 Community role in Planning Decisions circulated 17.1.11 was received.</p>	
217.	<p>Chairman's announcements Items for information Update received from Mrs Chalk on ideas and arrangements for Christmas festivities 2011. A map of the parish is being obtained. The process and timetable for elections were noted. Future agenda items:</p> <ul style="list-style-type: none"> • Review of Clerk/RFO hours • Christmas Planning 2011 <p>Police Mobile Surgery, Street Lane, Ardingly – Monday, 14 February 2011 (10am - 11am) – noted.</p>	
218.	<p>Future meeting dates Pavilion Refurbishment Working Party – 29 March 2011 Emergency Planning Committee – to be advised Ardingly Parish Council – 1 March 2011 Ardingly Parish Council – 5 April 2011 Annual Parish Meeting – 3 May 2011 AGM Parish Council – 10 May 2011 Recreation Ground Committee – 23 February 2011 Environment Committee – 13 April 2011 Finance Committee – April 2011</p>	

Confirmed minutes