

ARDINGLY PARISH COUNCIL

Parish Clerk: Anne Rumble

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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, 2 February 2010 in the Reading Room at Hapstead Hall from 7.30pm.

Present: Mr G Ruse (Chairman)
Mr M Brixey
Mrs R Chalk
Ms S Chapman
Mrs P Dennis (part)
Mr D Hadden
Mr K Monk
Mrs B McNulty
In attendance: Mrs A Rumble (Clerk)
Mrs S Spencer (RFO) (part)
1 member of the public

MINUTES

The meeting opened.

- 201. Questions/comments from members of the public** - There were no questions or comments received.
- 202. To accept apologies for absence** - Apologies were received from Mr Marchant. No apologies had been received from Mr Pritchard. The Clerk confirmed that a letter and copy of the Standing Orders had been sent to Mr Pritchard, advising him of the Council's policy, but no response had been received.
- 203. Declaration of Interests** - There were no declarations of interests.
- 204. To confirm and sign the minutes of the meeting held on Tuesday, 5 January 2010**
The Chairman called for approval of the minutes of the Council meetings held on the 5 January 2010. With no alterations these were AGREED and the minutes were signed by the Chairman as being a true record of the meeting.
- 205. Matters arising from previous minutes** - Item 163 – Recreation Ground; The Clerk confirmed that a meeting with an electrical contractor had taken place that morning to review the lighting around the Pavilion and a report will be submitted to the Recreation Ground Committee for consideration. Item 199 – Chairman's Announcements; Property in Oaklands – The Clerk reported that in response to the Parish Council's request, a site visit by the MSDC Planning Department has confirmed that as Oaklands falls within an Area of Outstanding Natural Beauty, permitted development rights are restricted to 10 square metres of development outside a radius of 20 metres from the dwelling. They have established that as part of the home office cabin falls outside this 20 metre range, which means, that combined with an existing shed, which is also outside this range, the permitted development rights limit is exceeded by .4 of a metre. The Planning Officer has therefore concurred that .4 metre is "de minimus" and therefore does not justify a planning application. In addition, planning permission is not required for sky lights in the roof of the property as long as they do not project by more than 15 cm.
- 206. Financial matters**
- 206.1 Any grant/donation requests - There were no grant or donation requests received.
- 206.2 Schedule of Payments - The schedule of payments were distributed by the RFO. It was proposed by Mr Hadden, seconded by Mr Monk and AGREED that payment be made.
- 206.3 Concessionary Fares Scheme – Parish Council subsidy
The Clerk reported that amendments to concessionary travel had been received from MSDC in respect of changes to age eligibility for bus travel, which will come into effect on the 6 April 2010. Changes in eligibility will not impact on anyone already in possession of a bus pass or those who are 60 on or before the 5 April 2010. Councillors AGREED to continue to offer a £5.00 subsidy for residents. Therefore the cost to parishioners for the rail vouchers will be £17.10 and for disabled rail vouchers £10.30 respectively.
- 206.4 Water damage – public toilets/pavilion. The Clerk reported that repairs had been carried out to the public toilets and the pavilion resulting from burst pipes and a broken tile. There had been very little damage to the buildings and therefore the cost of the repairs had been minimal. Further investigations will be undertaken to install an electric trace heating system in the public toilets to maintain or raise the temperature.
- 206.5 Payment of Proludic invoice for refurbishment of playground.
Councillors received an update on the playground project from Mr Brixey. He confirmed that the contractors had returned to the site to undertake the outstanding works which had been delayed due to the poor weather conditions. A site meeting with representatives of the

Working Party and the Site Manager had been held on Monday, 1 February to discuss the key issues of the work undertaken and landscaping of the area. Assurance had been received from the contractors that the outstanding schedule of works will be completed by the 5 March 2010 for the Opening Ceremony and for rapid recovery of the grassed areas, which had been disturbed by the ground works, this area will be reinstated and turfed. In addition, Mr Brixey reported that it had been established at the meeting held on the 1 February, that a percentage of the purchase price would be retained until satisfactory completion of the works. This had been accepted by the contractor. The Parish Council, as a gesture of goodwill and because of the interruptions caused by the weather, ACCEPTED and AGREED to pay 90% of the contract price, retaining 10% which will be paid on satisfactory completion of the work (as per the contract). A cheque for £72,449.00 will be prepared and sent to Proludic. It was hoped that the erection of the fencing and signage would be undertaken this weekend by volunteers, but it was ACCEPTED by councillors that if there was any further delay, Mr Brixey could instruct a fencing contractor to install the fencing.

Since Mrs Spencer had resigned as Clerk to Hapstead Hall, Mr Hadden queried whether for purposes of the Parish Council's accounting control systems and as the Parish Council were Custodian Trustees of Hapstead Hall, that she continue to oversee the Hapstead Hall accounts as Responsible Finance Officer? It was RESOLVED that the Clerk seek advice and guidance from SALC.

207 Hapstead Hall

207.1 Update on refurbishment of garden area outside Hapstead Hall (2009/10 Environmental Initiatives) – Ms Chapman stated that the MSDC Landscape Architect had confirmed that to demolish and rebuild the steps to improve access, the works would need to comply with The Disability Discrimination Act, which would raise the expenditure. However, to improve and widen the existing steps the Act does not apply and thereby keeping the costs within budget. Consequently, the Architect will prepare a new design.

Mrs Spencer confirmed that the items outstanding on the snagging list had been rectified and all obligations under the contract fulfilled. Therefore arrangements for the final valuation meeting were underway and it was hoped that the final invoice will be submitted before the end of the financial year.

208. Recreation Ground

208.1 Playground Project update - Revised date for Opening Ceremony – 5 March 2010 at 10.30am. Mr Brixey reported that due to the exceptional weather conditions experienced in January the Opening Ceremony scheduled for Friday, 15 January had to be postponed. The new date for the event is Friday, 5 March 2010 at 10.30am at the recreation ground. Mr Brixey confirmed that light refreshments will be served in the Social room of the Pavilion following the event. (*See item 206.5 above*)

Mrs Spencer left the meeting.

Mr Ruse recommended that Item 212.2 – Planning Applications, be moved up the agenda. This was AGREED by councillors.

The meeting closed.

The Chairman welcomed Mr Gerald Smith to the meeting. Mr Smith introduced himself to councillors and wanted to address the meeting in respect of his recent planning application for the demolition of a garage and construction of a single dwelling, including improvements to the existing access at 3 Bingham's Green Cottages (AR/10/00031/FUL). Mr Smith stated that the proposed development was 10 metres outside the village's development boundary and that the design of the building was in keeping with the local architecture. He considered that the proposed development would enhance and improve the appearance of the area and the planning application had received the full support of District Councillor, Mr Marsh. A map from the MSDC Local Plan displaying the village's development boundary, was shown to councillors and Mr Smith. Following an examination of the map, it was noted by councillors that the proposed development was considerably more than 10 metres outside the built up area of Ardingly. Councillors were concerned that if this development was allowed, it would set a precedent for similar developments elsewhere in the village. The Chairman thanked Mr Smith for addressing the Parish Council and that they would take into account his remarks when considering the planning application.

The meeting opened.

212. To consider planning matters

MSDC

212.1 Decisions

AR/09/03758/FUL – 14 The Close; Removal of existing narrow porch and renew with larger porch and removal of the original house front door – making the opening slightly wider – GRANTED.

AR/09/03777/FUL – Greenfields, College Road; Construction of a 5.0m x 10.7m detached car port (amended plans/materials to those approved under Planning Applic. No: 09/001208/FUL) – GRANTED.

212.2 Applications

AR/09/03898/FUL - High Banks Fairfield Close; Proposed amended handrail design to serve recently constructed disabled access approved under application AR/09/01870/FUL – Recommend approval, no objection.

AR/10/00031/FUL – 3 Bingham's Green Cottages, Lindfield Road; Demolition of garage and construction of a single dwelling including improvements to existing access – Recommend refusal. In reaching a decision, the Parish Council took into account the Mid Sussex Local Plan, along with planning policies and recommendations from the Planning Committee. Councillors AGREED to recommend refusal of the planning application on the grounds of;

- the application site is 75m outside the built up area boundary of Ardingly, not 10m as stated by the applicant,
- the site is within the High Weald AONB and within a countryside area of development restraint, identified in the Mid Sussex Local Plan, where the policies of AONB and countryside apply,
- the development of a substantial house, close to the road at this location, would intensify development at the approach to the village, which is characterised by scattered housing set back from the road, until Bingham's Green Cottages are reached,
- development on this site would set a precedent for similar proposals elsewhere and could weaken the policies of the Local Plan.

209. Village Voice

209.1 Expenditure 2009

209.1.1 To receive notification of increase in advertising fee for four issues from £80 to £90.

Prior to the meeting Councillors received a copy of the 2009 annual expenditure for the Village Voice publication. It was noted by Councillors that the level of subsidy granted by the Parish Council was £1,000 per annum and that the publication for last year was over budget by c. £304 (this total does include a bad debt of £80). Councillors AGREED to monitor the situation and it was RESOLVED that the Chairman will consult with the editor with regard to reducing printing costs.

Mrs Dennis joined the meeting.

210. Annual Parish Meeting & Reports

It was noted that the Annual Parish Meeting of the Trustees of Hapstead Hall and the Annual Parish Meeting will be held in the main hall of Hapstead Hall on Tuesday, 4 May 2010 commencing at 7.30pm. An exhibit of the key points of the Parish Plan review will be on display and a draft copy of the Plan will be available for the community to comment further on the proposals. Annual reports will be prepared by the Chairman of the Parish Council, Finance, Recreation Ground and Environmental Committees for collation by the Clerk and for approval by councillors at the March meeting of the Parish Council.

211. Freedom of Information Act

A copy of the model publication scheme adopted by the Parish Council on the 6 January 2009, was circulated to councillors prior to the meeting. Councillors undertook a review of the information available and AGREED that no modifications were required.

212. See above.

213. Village Guide

Mrs Dennis reported that a study had been undertaken of the quantity of booklets held by the Clerk and the Post Office. This amounted to approximately 200. It was anticipated that the cover may possibly be re-used and the content updated.

214. Street Lighting PFI

The Clerk reported that the Parish Council had received notification that WSCC had signed a 25 year contract with Southern Electric Contracting (SEC), commencing on the 1 April 2010, to replace old and inefficient street lighting stock over 15 years old under a Private Finance Initiative. This investment period will be completed in the first 5 years of the contract and a summary of the programme had been received. WSCC confirmed that the Parish Council will receive notice of the detail of the works to be undertaken, following consultation and prior to commencement of the works. The cost for replacing the village street lighting stock had been estimated by WSCC at not exceeding £31 per unit.

215. Emergency Planning Committee

215.1 Evaluation of severe weather impact in the community. Mrs Dennis reported that during the current cold spell there had been tremendous community spirit shown throughout the neighbourhood. Councillors were disappointed with the response from WSCC on their road winter maintenance for gritting roads. The Clerk reported that a request had been received from WSCC to identify important roads that required gritting around the village. A response had been returned with details of the name of the roads and the reasons for access.

215.2 Salt bin request - In response to a request received from a resident living in Ardings Close (dated 19.1.2010) for a salt bin, it was RESOLVED that Mr Hadden would undertake a review of salt bins and report back to the Parish Council. Following the recent weather conditions, it was important to refill the bins. Consequently, the Clerk will make a request to the WSSC Highways Authority for replenishment.

216. Ardingly Youth Club - There was nothing to report.

217. Sports and Social Club - There was nothing to report.

218. Twinning of Ardingly with Beuzeville - The Chairman gave a brief verbal report on a recent meeting of the Twinning Association.

219 Parish Plan

219.1 Community Website – Ms Chapman stated that the community was one of the few Parishes in Mid Sussex that did not have a website and a community website would provide another means of communicating with the public. Councillors agreed that there was a need for a community website and Mr Hadden recommended that a Working Party be set up to research and investigate a website for the village. It was proposed by Mr Hadden, seconded by Mr Monk that a Working Party be set up consisting of Ms Chapman, Mrs Rocks, Mr Hadden, Mrs Chalk and chaired by Mrs McNulty to progress the development of a community website.

220. Reports from representatives on outside bodies

220.1 To receive a verbal report from SC on Rural Health Workshops & Database Training. Councillors received a brief report from Ms Chapman on her recent attendance at the rural health workshops and training on the new Web Based Community Led Plans Database organised by Action in Rural Sussex which was very helpful and informative.

220.2 To receive a verbal report from PD on meeting with local representatives of Sussex Police Authority. Mrs Dennis provided a brief account of her recent attendance at a meeting organised by the local Police Authority with designated councillors from local parishes. Mrs McNulty reported that due to snow the CLC meeting was postponed until 14th April.

221. Reports from committees - No meetings of committees had been held, therefore there was nothing to report.

222. Correspondence - Correspondence from a resident with regard to vehicles mounting the pavement in the High Street and speed of traffic, dated 12 January 2010 was received. Councillors AGREED that this was an ongoing problem and traffic calming measures would be re-evaluated within the Village Plan Review.

223. Tree Warden Scheme

223.1 Details received from WSSC and previously circulated of a fund available for planting new hedges and new hedgerow trees was received.

223.2 Consultation on the Minerals and Waste Development Framework Background Papers, which include a long-list of potential sites. The long-list of potential minerals and waste sites can be found in Version 2 Background Papers 5 and 6 (www.westsussex.gov.uk/mwdf). Nearest site to Ardingly Mid Sussex Map 9 – West Hoathley – Brickworks, Grinstead Wood. Consultation deadline has been extended until Friday 26 February 2010 was received.

224. Training - Advance notification of SALC Training 2010 weekend. 26 & 27 February 2010 weekend at the Georgian Hotel, Haslemere. Agenda includes; New Councillors/Councillors Update, CiLCA Fast Track, New Clerks Course, Chairmanship and Power of Well-being certified training was received.

225. Chairman's announcements - Mrs Chalk reported on an incident involving a small number of Oathall students who had behaved in a dangerous and anti-social manner prior to boarding and while on the bus from Ardingly. Investigations were also underway with St Peters School to try and resolve the issues involved with the parking problem outside the school. The Clerk confirmed that she had received a copy of the MSDC Street Naming & Numbering Policy.

226. Future meeting dates

Playground Project Working Party – to be confirmed	Environmental Committee – Spring 2010
Ardingly Parish Council – 6 April 2010 & 11 May 2010	Finance Committee – April 2010
Annual General Meeting – 4 May 2010	
Recreation Ground Committee – 18 February 2010	

CONFIRMED MINUTES SIGNED DATED