

ARDINGLY PARISH COUNCIL

Parish Clerk: Anne Rumble

Tel: 01444-459713

Email: annerumble@msn.com

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

Minutes of the meeting of Ardingly Parish Council held on Tuesday, 5 January 2010 in the Reading Room at Hapstead Hall from 7.00pm.

Present: Mr G Ruse (Chairman)
Mrs R Chalk
Ms S Chapman
Mrs P Dennis
Mr D Hadden
Mr D Marchant
Mr K Monk
Mrs B McNulty
In attendance: Mrs A Rumble (Clerk)
Mrs S Spencer (RFO) (Part)

MINUTES

7.00 pm - Update from Geoff Bennett, Parish Community Constable on policing matters. The Chairman welcomed PC Geoff Bennett to the meeting. Geoff Bennett gave a brief description of his employment history prior to his current role as a Neighbourhood Specialist Constable which focuses on community problem solving and crime prevention. Councillors also received an update on local policing issues and seasonal crime trends affecting the area. The Chairman on behalf of councillors thanked Geoff for his update and contribution to the meeting.

- 177. Questions/comments from members of the public** - There were no questions or comments received.
- 178. To accept apologies for absence.** Apologies were received from Mr M Brixey who was recovering from a knee operation and Mrs Rocks. No apologies had been received from Mr Pritchard and Councillors AGREED that the Clerk will write to him to advise him of the Council's policy that members unable to attend meetings should submit an apology and in accordance with the Council's Standing Orders inform him that failure to attend any meeting of the Council for a continuous period of six months will render him unable to continue in office unless his absence was due to some reason approved by the Council before the expiry of six months since the date of the last meeting attended. (*Standing Order; Item 8 – Absence*).
- 180. Declaration of Interests** - There were no declarations of interests.
- 181. To confirm and sign the minutes of the meeting held on Tuesday, 1 December 2009**
The Chairman called for approval of the minutes of the Council meetings held on the 1 December 2009. With three alterations these were AGREED and the minutes were signed by the Chairman as being a true record of the meeting.
- 182. Matters arising from previous minutes** - Item 163 Recreation Ground - Review of lighting.
The Clerk reported that the assessment had been delayed but will be undertaken shortly.
- 183. Financial matters**
- 183.1 Any grant/donation requests – St Catherine's Hospice. A donation request was received from St Catherine's Hospice. Members agreed that the Parish Council already supported the Charity by waiving the hire charge for the Pavilion for the organisation's annual charity bike ride and therefore could not support this request. There were no additional grant or donation requests received.
- 183.2 Schedule of Payments - The schedule of payments were distributed by the RFO. It was proposed by Mr Marchant, seconded by Mr Monk and AGREED that payment be made.
- 183.3 Payment by Direct Debit. The Clerk asked if payments for the public toilet utilities could be made by direct debit which would be more convenient and a discount would apply? Ms Chapman reported that the advice received from SALC was that Parish Councils can introduce a system of direct debit payments as long as they have agreed to this, and the direct debit mandate is signed by the correct number of councillors. The Council must also put in place a monitoring system to ensure that the process is reviewed at regular intervals and

control any direct debit payments on a regular basis. The Financial Regulations would need to be updated to take account of the new process and verifications. Mr Hadden confirmed that there is a very comprehensive system in place to protect customers who pay by direct debit which applies to all banks and building societies who take part in a direct debit scheme. It was proposed by Mr Hadden, seconded by Mr Monk and AGREED that variable direct debits can be arranged for electricity and water for the public toilets and that the exact amount due paid at recurring intervals.

183.4 Future maintenance of Playground & Tennis Courts. Mr Hadden reported that he felt that there was inadequate financial provision for future maintenance of the playground and tennis courts and that allocated funds should be set aside each year for this purpose.

Councillors AGREED to discuss this matter at the September meeting of the Parish Council.

183.5 Oak tree expenditure – Councillors received a report on the oak tree expenditure for the Christmas illuminations from Mr Hadden. He explained that a donation had been received of £25 and the collection at the event had raised £91.30 (Total £116.30). An invoice had been submitted of £50 for replacement bulbs and a bill for the road closure of £30 was still awaited, this would leave a balance of c. £36.30. Mr Monk reported that he had received a number of complaints with regard to the lack of Christmas trees in the village and some residents had volunteered their support for next year. Mrs Chalk stated that she would also consult with the Sports & Social Club on this matter and will continue to administer the annual event. It was RESOLVED and AGREED by those councillors present that the balance of c. £36.30 would be ring fenced to help fund next year's Christmas illuminations and a letter of appreciation be sent to Bartletts Tree Experts to thank them for their support and assistance. Councillors AGREED that this topic will be discussed further at the September meeting of the Parish Council.

184 Hapstead Hall

184.1 Update on refurbishment of garden area outside Hapstead Hall (2009/10 Environmental Initiatives). It was reported by Ms Chapman that the meeting arranged with the MSDC Landscape Architect had been postponed until the 14 January because of the weather and the British Legion had been consulted and were fully supportive of the proposals.

185. Recreation Ground

185.1 The Playground Project update (including budget) - Arrangements for Opening Ceremony –Friday, 15 January 2010

Councillors received a progress report from Mr Monk on the playground project. He stated that contractors were still on site as progress had been slow due to the poor weather conditions. In addition, this had delayed the installation of the sign and fencing. However, it was anticipated that the fencing and sign would be erected this weekend (9th/10th January). A site meeting between the Clerk and Site Manager undertaken that morning had established that the contractor expected to be completed and off site by Wednesday afternoon (6 January) and that all groundwork that had been disturbed during the works will be restored to its original condition. However, the contractor had stated that the grass seed could not be sown until the weather conditions improved and therefore will return at a later date to undertake this work.

Mr Monk made a request on behalf of the Working Party, that the Parish Council give consideration for a pathway to be constructed from the youth shelter to the main path in the recreation ground to improve access. Councillors gave their permission in principle to the construction of a pathway and for this to be referred to the Recreation Ground Committee to action. In addition, a reply had been received from WSCC in response to the Parish Council's request to widen the main path in the recreation ground to improve access, but WSCC had indicated that although they would support works to widen the path, they were unable to either undertake this work or to financially contribute towards them.

The Parish Council also received a summary of income and expenditure to date for the project from Mr Monk. He was pleased to advise that following deductions, it was expected that there would be an underspend of c. £472. Councillors were delighted that the project had come in under budget and expressed their appreciation for the work and dedication of the Working Party to bring this project to fruition and within budget. Mr Monk stated that special thanks must be given to the Clerk for raising funds through successful grant applications and her commitment to the project. This was supported by councillors. Mr Monk stated that research for new funding opportunities was ongoing for the activity wall and consultation with the cricket club had been undertaken on the siting of the wall. The council reiterated their ongoing support for the

activity wall and for the Working Party to continue to identify and submit completed grant applications on behalf of the Parish Council to fund the apparatus. A brief overview of the timetable and arrangements for the opening ceremony were received from Mr Monk and he reminded councillors that the event will be held on Friday, 15 January at 10.30am followed by light refreshments being served in the Pavilion. Mr Monk reported that the Ardingly Lunch Club had agreed to donate £50 towards catering costs, which was gratefully received by councillors. A request will be made to Mr Michael Denman to take photographs of the occasion and the local press had been invited to the event.

186. To consider planning matters

MSDC

186.1 Decisions

AR/09/03060/FUL – Pearcelands, Ardingly Road

Conversion of barn to single dwelling (as approved scheme ref: 09/01548/FUL with minor alterations to first floor layout and window position on west elevation). – GRANTED.

AR/09/03381/FUL – Wakehurst Place, Selsfield Road

Erection of simple flat roofed stained timber boarded enclosure for food digester. – GRANTED.

186.2 Applications

AR/09/03758/FUL - 14 The Close, Ardingly.

Removal of existing narrow porch and renew with larger porch, and removal of the original house front door - making the opening slightly wider.

Comment – The Parish Council recommends approval of this scheme.

AR/09/03777/FUL – Greenfields, College Road.

Construction of a 5.0m x 10.70m detached car port (amended plans/materials to those approved under Planning Application No. 09/01208/FUL).

Comment – The Parish Council recommends approval of this scheme.

AR/09/03795/EOT - Garage Block Between 19 And 21 Munnion Road.

To extend the time limit for implementation of 04/02983/FUL - Erection of one private dwelling house and retention of two garages.

Comment – The Parish Council recommends approval of this scheme.

187. Village Guide - Mrs Dennis reported that a meeting of the group is being undertaken and arrangements underway.

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

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

190. Twinning of Ardingly with Beuzeville - The Chairman reported that he will be attending a meeting of the Twinning Association on Thursday.

192 Parish Plan

192.1 Update on project – Ms Chapman reported that arrangements for a meeting of the Steering Group was underway and it was AGREED that the final report will be submitted at the Annual Parish Meeting to be held in May. This was followed by a discussion on parking provision within the village. Mr Hadden stated that one of the conditions imposed by the grant received from Central Mid Sussex Local Committee is that they receive an update on expenditure within the last 6 months. It was AGREED that the Clerk and Mr Hadden will evaluate the finances and submit a financial report the Central Mid Sussex Local Committee.

193. Reports from representatives on outside bodies

193.1 Meeting with Ardingly Activity Centre & South East Water Limited – 3.12.09 (DH/KM)

Mr Hadden provided a verbal report on the meeting with Ardingly Activity Centre and South East Water Limited which he and Mr Monk attended as representatives of the Parish Council. This included a brief description of the Centre's present activities, an outline for future proposals for the site, pre-Olympic training for the Games in 2012 and improvements to shore side facilities.

193.2 Rural Health Workshops & Database Training – Ms Chapman confirmed her attendance at this event.

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

- 195. Village Voice** - The Chairman asked that that this be moved further up the agenda at full Council meetings. Councillors AGREED to this request.
- 196. Correspondence**
- 196.1 Letter from Graham Turner, Ardingly College addressed to the Head of Highways & Transport WSCC re:30mph Speed Limited copied to the Parish Council was received. It was AGREED that a letter would be sent to Mr Turner acknowledging that all children should be able to cross the road safely.
- 196.2 To receive a report on meeting of the Parish, Town & District Communications Group held on the 10 December 2009 was received and noted.
- 196.3 To receive a copy of the draft Infrastructure Works Programme for 2010/11 and Forward Programme 2011/12. Footway maintenance – Reconstruction of footway from Gowers Close to Street Lane and footway resurfacing College Road. Consultation period for the Works Programme runs from receipt until the 26 February 2010 – was received.
- 197. Training** - There was nothing to report.
- 198. Code of Conduct**
The Parish Council RESOLVED to adopt the new Model Code of Conduct 2007 and AGREED to accept the amendments to the Standing Orders as outlined below;
Standing Orders
Item 21(a) Disorderly Conduct – All members must observe the Code of Conduct which was adopted by the Council on the 5 January 2010 and attached to these Standing Orders and Item 33 Interests – If a member has a personal interest as defined by the Code of Conduct adopted by the Council on the 5 January 2010 then he/she shall declare such interest as soon as it becomes apparent, disclosing the existence and nature of that interest as required. It was noted that an updated version of the Standing Orders & Chairmanship is currently being put together by NALC and SALC will be advising all councils when this is available.
- 199. Chairman’s announcements**
Items for information – Ms Chapman reported that the Clerk had received information on the Fingerpost Restoration Project from WSCC in response to their Strategic Guidance Note on the future of fingerposts. It was recognised at that time that future restoration of fingerposts would be undertaken by town and parish councils. WSCC has recognised that many parishes will need some financial support in order to undertake restoration or maintenance. Therefore, a sum of £50,000 has been set aside from the Members’ Priority Fund in order to match fund expenditure incurred by parishes in carrying out maintenance on those fingerposts needing it within their parish. Ms Chapman stated that the money will be allocated to town and parish councils on a first come, first served basis. The County Council will cover 50% of the costs incurred up to a maximum of £5,000 per parish. Due to the tight timescales it was RESOLVED that Ms Chapman obtain estimates and make an application on behalf of the Parish Council. Concern was expressed with regard to the installation of roof lights (windows) at a property in Oaklands. The Clerk will make enquiries with MSDC Planning Department.
- 200. Future meeting dates**
The Playground Project Working Party – to be confirmed
Ardingly Parish Council – 2 February 2010
Ardingly Parish Council – 2 March 2010
Annual General Meeting – to be confirmed
Recreation Ground Committee – February 2010
Environmental Committee – Spring 2010
Finance Committee – April 2010

CONFIRMED MINUTES

SIGNEDDATED.....