

# ARDINGLY PARISH COUNCIL

Parish Clerk: Anne Rumble

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

Minutes of the Parish Council meeting held on the 6 April 2010 in the Reading Room of Hapstead Hall.

Present: Mr D Hadden (Chair) Mr D Marchant  
Mr M Brixey Mr K Monk  
Ms S Chapman Mrs F Rocks  
Mr D Walker

In attendance: Mrs A Rumble (Clerk)

## MINUTES

### **7.30 pm - Update from Geoff Bennett, Parish Community Constable on policing matters**

The Chairman welcomed PC Geoff Bennett to the meeting. Councillors received an update on local policing issues and seasonal crime trends affecting the area. PC Bennett reported that he has recently trained as a Wildlife Crime Officer. He stated that crime continues to fall within the Mid Sussex area and it is therefore, one of the safest places to live. It was agreed that PC Bennett would address the Parish Council to bring them up to date on policing issues in the area on a quarterly basis, but any urgent issues or concerns will be raised immediately with him. The Clerk passed on her thanks to PCSO Anika Arnold and PCSO Stuart Clough for holding a "Police Surgery" that morning, providing an opportunity for residents to meet with their local officers. The Chair, on behalf of councillors, thanked PC Bennett for his update and contribution to the meeting.

**252. Questions/comments from members of the public** - There were no questions or comments received.

**253. To accept apologies for absence** Mr G Ruse, Mrs R Chalk, Mrs B McNulty, Mrs P Dennis and Mrs S Spencer

### **254. Casual Vacancy**

It was RESOLVED on the proposal of the Chair and seconded by Mr Monk, that Mr Donald Walker be co-opted to fill the vacancy arising from Mr Pritchard's departure. Following a unanimous vote of those councillors present, it was AGREED that Mr Donald Walker be co-opted to the Parish Council. Mr Walker signed a Declaration of Acceptance of Office, which were then signed by the Proper Officer and an undertaking to abide by the Code of Conduct. The Chair formally welcomed Mr Walker as a newly co-opted member and hoped he would enjoy his term of office with the Parish Council.

**255. Declaration of Interests** – There were no declarations of interests.

### **256. To confirm and sign the minutes of the meeting held on Tuesday, 2 March 2010**

The Chairman called for approval of the minutes of the Council meetings held on the 2 March 2010. With no alterations these were AGREED and the minutes were signed by the Chair as being a true record of the meeting.

**257. Matters arising from previous minutes** – Item 246.1 Recreation Ground Committee; The Clerk stated that she had received confirmation of Mr Brand-Spence's Public Liability Insurance cover for an insured sum of up to £5 Million and subsequently, awarded a one year contract with effect from the 6 April 2010. Item 248 Wakehurst Place; Mr Hadden stated that a letter of support was still outstanding and will liaise with the Clerk on this matter. Item 250 Chairman's announcements; The Clerk confirmed that a letter had been sent to the Chief Superintendent of Sussex Police with reference to recent reports of criminal damage and anti social behaviour in the village, but to date no response had been received.

### **258. Financial matters**

258.1 Any grant/donation requests – no grant or donation requests had been received.

259.2 Schedule of Payments – The schedule of payments was distributed by the Clerk.

Councillors received a brief account of the figures from Mr Hadden and acknowledged the

comments received. The payments were ACCEPTED by Councillors, but due to amendments to the schedule, it was AGREED to defer approval until the next meeting.

259.3 Maintenance of tennis courts – In the absence of Mrs Chalk, councillors received a verbal report from Mr Hadden with regard to consultations with contractors on the maintenance of the tennis courts and replacement of equipment. Consideration was given to three quotations received from contractors; Pro-Line Tennis Courts, Sports Court UK and South Eastern Courts. Mr Hadden confirmed that references had been obtained from all three contractors. A discussion ensued during which councillors asked questions and raised a number of issues with regard to drainage and expenditure, to which an appropriate response was provided. Consultation with the Tennis Club in the sharing of the expenditure and ongoing annual maintenance costs were underway. Following a unanimous vote of those councillors present, it was proposed by Mr Monk, seconded by Mr Marchant and AGREED to ACCEPT the quotation from Pro-Line Tennis Courts subject to obtaining in writing the additional on-court drainage and costs of new posts at £300, which had been omitted from their original quotation.

259.4 Maintenance of fingerposts – Ms Chapman reported that an application had been submitted to WSCC for a grant from the Members' Priority Fund and the result awaited.

259.5 Salary increases of 1.5% - Street Cleaning Operative – Councillors AGREED to increase the Street Cleaning Operative's salary to £6.55 per hour.

259.6 West Sussex Pension Fund - Early Warning report from the Fund's actuary. This will give an estimate of the current funding level and demonstrate the likely theoretical contribution rates that may be payable at the 2010 valuation. The report cost will be shared with a charge of £55 per employer was ACCEPTED by Councillors. (Item 232.6 – March Minutes).

259.7 Gatwick Area Conservation Campaign – Subscription 2010. Councillors AGREED that an annual subscription of £5 be paid to the Gatwick Area Conservation Campaign.

## **259 Hapstead Hall**

259.1 Final figures on the Hapstead Hall project – A report of the total expenditure was received from Mr Hadden. Mr Marchant advised that the issue of re-roofing the hall needs to be given consideration in any future expenditure.

259.2 Update on refurbishment of garden area outside Hapstead Hall (2009/10 Environmental Initiatives). Councillors received a verbal report from Ms Chapman with regard to discussions that had been held with contractors on the enhancement and refurbishment of the steps and path. Consideration was given to three quotations received from building contractors; Holmans, Mr G Smith and Mr G Chitty. A discussion resulted during which councillors asked questions and raised a number of questions with regard to root disturbance by the building work and the method to be used for joining the original brickwork with the new to reinforce the structure and to prevent any future movement. It was RESOLVED and AGREED that Ms Chapman and Mr Walker would arrange a further site meeting with contractors for clarification on the issues raised and report back at the next meeting of Council. It was AGREED that an additional quote be obtained from a local blacksmith for the manufacture and installation of a handrail.

## **260. Recreation Ground**

260.1 The Playground Project update and final figures.

Sign off meeting – 23 March 2010. Councillors received a report from Mr Brixey on expenditure of the project. Following an inspection meeting with Proludic it was agreed that a sub-standard section of the wetpour would be rectified and replaced. This work has now been undertaken and removal of the secure fencing to this area has been requested for removal. A section of the wire netting to the fencing remains incomplete and will be discussed at the next meeting of the Recreation Ground Committee to rectify.

260.2 Removal of blue waste paper bin – Recreation Ground Car Park. It was RESOLVED and AGREED that the Clerk would write to Mid Sussex District Council for removal of the blue waste paper bin from the car park.

260.3 Tree Maintenance – Mr Marchant and Mr Brixey will evaluate the quotations received and report back to the Clerk to action.

**261. Village Voice** - Councillors AGREED that Mrs Rocks will speak with Mr Ruse on reducing costs and arrange a meeting with the editor.

- 262. The Annual Parish Meeting of the Trustees of Hapstead Hall & Annual Parish Meeting**  
262.1 Draft agenda for Annual Parish Meeting & Trustees of Hapstead Hall. The agenda for the meeting was agreed.
- 263. Annual Review of Standing Orders** – Mr Hadden reported that a review was being undertaken and a draft document will be available for discussion at the next meeting of Council.
- 264. To consider planning matters**  
MSDC  
264.1 Decisions  
AR/09/03768/FUL - South of England Agricultural Society South Of England Centre, Selsfield Road. To install a 90,000 litre potable water storage tank to supplement the Showgrounds mains supply during periods of high usage. This course of action will be in accordance with recommendations put forward by Southeast Water – PENDING CONSIDERATION.
- 264.2 Applications  
AR/10/00405/FUL - 1-8 Withylands View, High Street  
Erection of double automated gates with pedestrian access (maximum height 1800 mm) at the entrance to Withylands View. Alongside gate will be fencing to match which will extend to the two adjacent front gardens.  
Comment – It was acknowledged by Councillors that the fence should be set back some distance behind the pavement as the site is very prominent, respecting the character of the Conservation Area. This would allow pedestrians more space, as the pavement is narrow and there are no parked cars on this side of the road to give them a sense of safety. Councillors ACCEPTED the comments and subject to the above condition had no objection to the application. Recommend approval.  
AR/10/00669/FUL – Meadcroft, Church Lane  
Alterations to approved elevations: Change 1st floor render to hanging tile and facing brick. Add canopies to side door and rear french doors. Alter canopy over front door.  
Comment – no objection. Recommend approval.  
AR/10/00737/LBC - 90 High Street.  
Erection of a white UPVC double glazed conservatory/studio to the side of the garage.  
Comment – no objection. Recommend approval.  
AR/10/00031/FUL – 3 Bingham's Green Cottages, Lindfield Road  
Considered by the North Area Planning Committee on Thursday 18 March 2010 – Permission granted. Members were disappointed that this had been granted as it was outside the built up area boundary of Ardingly development on this site and would set a precedent for similar proposals elsewhere.  
WSCC/048/10/AR – St Peter's (CE) Primary School, Holmans, Street Lane  
The continued siting and use of 1 No. temporary classroom unit.  
Comment – no objection. Recommend approval.
- 264.3 MSDC Planning Performance Agreements  
A briefing note to explain **Planning Performance Agreements**, and to seek their views on the matter; deadline 7 April 2010 was received.
- 265. Village Guide** - Nothing to report.
- 266. Ardingly Youth Club** – Councillors agreed to replace and amend this item to “Youth Activities” for future agendas. Ms Chapman suggested opening of the multi courts for one evening per week, free of charge, to encourage youth participation in the various activities on offer. Councillors welcomed this proposal on the condition of adequate supervision being in place. It was RESOLVED to refer the matter to the Recreation Ground Committee and to consult with the Sports & Social Club on this issue.
- 267. Sports and Social Club** – There was nothing to report.
- 268. Twinning of Ardingly with Beuzeville** – A fund raising event was being organised by the group.

**269 Parish Plan**

269.1 Parish Council Website – Councillors AGREED for this item to be displayed under its own heading for future agendas. Mr Walker suggested that the Parish Council could consider providing internet facilities for those residents unable/or do not have access to a computer.

Prior to the meeting Ms Chapman had distributed the draft Summary of Actions to Councillors. It was AGREED that Councillors be given the opportunity of evaluating the document and for comments to be returned to Ms Chapman within a week for amendment.

**270. Reports from representatives on outside bodies** – Ms Chapman confirmed her attendance at the West Sussex Rural Forum meeting on Affordable Housing held on the 23 March. Topics covered included: An overview of trends, policies and provision; case studies of local schemes; Community Land Trusts; eco standards and energy savings on new builds and rural provision for an ageing population. This meeting also highlighted the need for the Parish Council to hold regular discussions with the Housing Association on affordable housing in the village. Ms Chapman confirmed that she will undertake a review of the conditions outlined in the Section 106 agreement for Hett Close and will report back to Council at a future date.

**271. Reports from committees** – No committee meetings had been held, therefore there was nothing to report.

**272. Correspondence**

272.1 A letter from the WSCC Cabinet Member for Strategic Planning and Transport, together with a copy of the amended 2010/11 Works Programme. Notification of schemes deferred due to the unprecedented deterioration of carriageways over the last two years. Ardingly; Footway E175 Gowers Close to Street Lane – Scheme may move in programme in co-ordination of works with regard to Street Lighting PFI contract to be let in April 2010 was received.

272.2 Notification from MSDC of an evaluation of Strategic Housing Land Availability Assessment (SHLAA) Review 2010 was received.

**273. Training**

Training Session on the Ashdown Forest and the Habitats Regulations Assessment – 19 April 2010 – Ms Chapman confirmed her attendance at this event.

**274. Chairman’s announcements** – Mr Hadden confirmed, that he and Mr Ruse will be attending the MSALC Conference to be held this Friday, 9 April. To improve the sight line on exiting and approaching the recreation ground car park entrance, Mr Hadden recommended that one of the hedges between the recreation ground and the pavement be removed. Ms Chapman stated that she had identified two funding streams; one for community projects such as traffic road safety and MSDC - Sustainability in the Community; to fund a workshop in the village. Mr Marchant stated that it was with deep regret that he would be unable to continue as Councillor to the Parish Council and as Chair of the Hapstead Hall Management Committee due to ever increasing work commitments. Councillors were saddened to hear of his resignation, however, fully supported him in his decision. The Chair thanked him for all his hard work and support.

**275. Future meeting dates**

The Playground Project Working Party – to be confirmed  
Annual General Meeting – 4 May 2010  
Ardingly Parish Council – 11 May 2010  
Ardingly Parish Council – 1 June 2010  
Recreation Ground Committee – May 2010  
Environmental Committee – 20 April 2010  
Finance Committee – 26 April 2010

CONFIRMED MINUTES

SIGNED ..... DATE .....