

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, 6 July 2010 in the Reading Room at Hapstead Hall.

	<p>Present: Mr G Ruse (Chair) Mr D Hadden Ms S Chapman Mrs P Dennis</p>	<p>Mrs B McNulty Mr W Meldrum Mr K Monk Mr D Walker Mr M Brixey</p>	
	<p>In attendance: Mrs A Rumble (Clerk) 10 members of the public.</p>		
			ACTION
	<p><i>The meeting opened</i> The Chair agreed to take item 66.2 – WSCC/070/10/AR Ardingly Depot, College Road, and Item 66.3 Future housing in the village - Village Development at the beginning of the meeting following acceptance for apologies and approval of the minutes. This was approved by Councillors.</p>		
56.	<p>Questions/comments from members of the public Residents attended the meeting to raise concerns regarding planning application WSCC/070/10/AR – Ardingly Depot, College Road.</p>		
57.	<p>To accept apologies for absence Apologies were received from Mrs R Chalk, Mrs F Rocks and Mrs S Spencer (RFO)</p>		
58.	<p>Declaration of Interests Ms Chapman declared a prejudicial interest in Item 66.3 – Future housing in the village (land owned by Ardingly College) and Mrs P Dennis declared an interest in Item 66.2-AR/10/01276/FUL & AR/10/01277/LBC – Townhouse, Church Lane.</p>		
59.	<p>To confirm and sign the minutes of the meeting held on Tuesday, 1 June 2010 The Chair called for approval of the minutes of the Council meeting held on the 1 June 2010. With one alteration these were AGREED and the minutes were signed by the Chair as being a true record of that meeting.</p>		
66.2	<p><i>The meeting closed</i> Planning Applications WSCC/070/10/AR – Ardingly Depot, College Road Erection of replacement asphalt plant and demolition of existing plant and erection of works offices and weighbridge at Ardingly Depot. Members of the public affected by the Planning Application were invited by the Chair to address the Parish Council. They voiced their concerns about the effect of this development on the community in terms of its visual impact; surface water drainage, lighting, noise and hours of work, increase in traffic and the impact on the Bluebell Railway. It was noted that production is demand led with no restrictions at present on hours of work or the number of vehicular movements. It was felt by members of the public that the report contained inaccuracies and that the photographs did not truthfully display the visual impact of the new development. The plant was in an Area of Outstanding Natural Beauty and any increase in size and height would have a severe visual influence on the perspective and enjoyment of visitors to the area.</p> <p><i>The meeting opened.</i> Councillors considered the application at great length. It was acknowledged that inaccuracies were contained in the report and councillors voiced concern over the visual impact, increase in traffic, light, noise and dust pollution and the impact on the local community. Following in-depth discussions the Chair proposed that the response to the application take into account the views of members of the public. It was AGREED that Ms Chapman and Mr Walker should draft the Parish Council's</p>		Planning

	<p>comments for submission to WSCC Planning Department, after agreement by the Planning Committee, and that a copy of the report be circulated to members of the public in attendance at the meeting. Councillors encouraged the community to write to WSCC expressing their views on the proposals.</p> <p><i>Members of the public left the meeting.</i></p>	Committee
66.3	<p><i>Ms Chapman had declared a prejudicial interest.</i></p> <p>Future housing in the village - Village Development 66.3.1 – Meeting with MSDC Planning Officers 2.6.10 – DH report Councillors AGREED that any approach from landowners on future housing developments, representation shall be made by the owner to the Parish Council at their meetings.</p> <p>Mr Hadden reported on the meeting with Mid Sussex District Council Planning Department in response to their invitation to discuss a potential housing development site on the field north of Standgrove Place (Site 187). The meeting held on the 2 June 2010 was attended by representatives from the Parish Council and MSDC Planning Department. A number of issues relating to available sites were debated and discussed with the Planning Department. These included; visual impact, site access, increase in traffic, affordable housing and the effect of the deferment of the Mid Sussex Core Strategy.</p> <p>Following a unanimous vote of those councillors present (not including Ms Chapman), it was RESOLVED and AGREED that; the Parish Council would be inclined to support an application outside the development plan process provided that, (a) it was not beyond the size contemplated in the 2008 MSDC Rural Issues Background paper, (b) it met the village's perceived needs for affordable and smaller size housing, (c) it was accepted as fulfilling Ardingly's 'contribution' towards the medium term development plan for Mid Sussex, (d) there were suitable development gains for the village and in consultation with MSDC Planning Department and the Parish Council on any proposals received.</p> <p>It was RESOLVED and AGREED that the Parish Council would oppose development of site 495 (Butchers Field in Street Lane), on the grounds that; (a) it was an important gap in the village landscape with spectacular views to the South Downs and (b) it would lead to an unacceptable increase in traffic in the village centre and in (narrow) Street Lane. Councillors AGREED that Mr Hadden would convey the Council's views back to the MSDC Planning Department.</p>	DH
60.	<p>Matters arising from previous minutes</p> <p>Item 16–Gifting of Hapstead Hall refurbishment and clock. Mr Hadden apologised for the delay. Item 24–Fingerpost restoration; Public Liability Insurance (See item 61.4 below).</p>	DH
61.	<p>Financial matters</p> <p>61.1 Any grant/donation requests – Mr Brixey reported that a grant of £3,500 had been awarded to the Parish Council by Mid Sussex District Council for funding of an activity/rebound wall. The sum of £3,500 will be paid subject to inspection of the works upon completion and receipt of an invoice. Mr Brixey reminded councillors that in all, five quotations were obtained ranging from c. £7,400 to £32k and of the five, three estimates from SMP, Monster Play and Sutcliffe Play were considered. At the Parish Council meeting held on the 1 December 2009 councillors agreed to allocate £3,700 to the Playground Budget Fund for the purchase of an activity wall and at its meeting held on the 2 March 2010 Councillors restricted the reserve to the activity wall for the next financial year. It was RESOLVED and AGREED by councillors that authorisation be given to the Working Party to progress the construction and installation of an activity wall with SMP, the preferred contractor.</p> <p>61.2 Schedule of Payments - The schedule of payments were distributed by the Clerk. It was proposed by Mr Hadden, seconded by Mr Ruse and AGREED</p>	

	<p>that payment be made.</p> <p>61.3 Membership and Subscriptions to Outside Bodies - It was RESOLVED and AGREED that annual subscriptions to the following organisations should be continued; SALC, NALC, CPRE, Sussex Wildlife, MSALC, SLCC and St Peter's Parish magazine.</p> <p>61.4 Fingerpost restoration project – Public Liability Insurance – The Clerk reported that a request for help from WSCC Members Priority Fund in meeting the cost of the contractor's additional costs for £10 million Public Liability insurance had been agreed to assist with the additional expenditure. The County Council has agreed to fund 50% of the total premium cost of £370.00 (£185), therefore, the total grant payable to the Parish Council will be £520. It was proposed by Mr Hadden, seconded by Mr Ruse and AGREED that the balance of £185 be met by the Parish Council.</p>	
62.	<p>Responsible Finance Officer</p> <p>Mr Hadden explained that Sheila Spencer, the Responsible Finance Officer had resigned and this was accepted by the Council. It had been decided that the job would be advertised in the Mid Sussex Times at a cost of £465 which included the Citizen publication and JobsToday website, the Society of Local Council Clerks fee £90 for two weeks, Parish Magazine (free), Village Shops, SALC – (free – included in subscription fee), and Parish Noticeboard. Closing date for applications; Thursday, 8 July 2010. Mr Hadden provided councillors with details of the selection process and it was hoped that interviews would be undertaken week commencing the 26 July. It was confirmed that the Interview Panel will consist of the Chair, Mr Hadden, and Mr Monk, with Mrs Spencer in attendance to answer any technical queries. It was AGREED that Mr Meldrum, as a member of the Finance Committee be involved in the selection process by examining the CV's of candidates selected prior to interview. Due to the necessity to place an advert as soon as possible to meet advertising deadlines, the advertising expenditure was ACCEPTED by Councillors.</p>	DH/KM/GR/SS
63.	<p>Hapstead Hall</p> <p>63.1 Update on refurbishment of garden area outside Hapstead Hall (2009/10 Environmental Initiatives) – Ms Chapman understood that the contractor should have started work on the refurbishment of the garden in June, but this had not commenced. It was AGREED that the Clerk would contact the contractor.</p> <p>63.2 Land ownership, outside hapstead hall – During a meeting with the WSCC Highways Department Officers had brought along plans of ownership which showed part of the area outside Hapstead Hall to be in their ownership. It transpired that in fact the plans were out of date and that the area concerned was in the ownership of the Parish Council.</p> <p>Mr Monk reported that an electrician had been instructed to install lighting at the rear of the hall which will be activated by a time switch. To improve the lighting at the front of the hall by the steps, it was RESOLVED and AGREED that the Parish Council would pay for the installation of a light, but the ownership and utility costs would be the responsibility of the Hapstead Hall Management Committee.</p>	Clerk
64.	<p>Recreation Ground</p> <p>64.1 Garage – Mr Brixey reported that immediate consideration needs to be given to the replacement/refurbishment of the garage at the recreation ground which is used by the Cricket Club and the Groundsman. It was AGREED that the Clerk contact the local Building Inspector at MSDC to request an examination of the site.</p> <p>64.2 Winter damage – Pavilion – Mr Brixey reported that electrical repairs to the referees shower room in the pavilion had identified the need to undertake a fixed wiring test which should be carried out at least every five years in accordance with BS7671 and the Electricity at Work Regulations 1989. Councillors AGREED that the Clerk contact a suitably qualified electrician to</p>	Clerk Clerk

	undertake the work as soon as possible.	
65,	<p>Village Voice Mr Meldrum circulated copies of a breakdown of printing costs he had obtained from four printers; Ormside Press, Design to Print, Sussex Print and Quentin Press. Consideration by councillors was given to the production and editing of the newsletter. Although the Parish Council continue to support the newsletter and appreciate the editor's involvement in the production of the publication, it was AGREED that the Chair and Mr Meldrum would consult with the editor on employing an alternative printer; either Sussex Print or Quentin Press who were local to the area and provided economical quotes.</p>	GR/WM
66.	<p>To consider planning matters <u>MSDC</u> 66.1 Decisions AR/10/00996/FUL – Old Knowles Cottage, Church Lane Erection of new detached garage with store, insertion of new window to existing dwelling and replacement of existing septic tank – GRANTED. AR/10/01346/EOT – The Beeches, 1 Hobdens Lane To extend the time limit for implementation of 05/00944/FUL – Proposed erection of double bay timber framed port - GRANTED AR/10/01186/LBC & AR/10/01187/FUL - St Peters Church Centre, Street Lane Additional alterations to previous application (09/02830/LBC) in the installation of disabled toilets, extending existing larder/boiler room into new kitchenette (with raised roof) and proposed new side entrance – GRANTED. AR/10/00954/FUL - Great Lywood Dairy Lindfield Road Extension to the west elevation to match existing 1930's extension on the east elevation – GRANTED. AR/10/01018/FUL - Little Deerswood High Street Construction of attached annex and garaging – GRANTED. AR/10/00853/FUL – 19 Munnion Road Proposed side extension to form additional bedroom, bathroom, living space. Description amended 28.4.10 to include extension of domestic cartilage to front of property to incorporate verge area – GRANTED.</p>	
66.2	<p>Applications AR/10/01276/FUL & AR/10/01277/LBC – Townhouse, Church Lane Erection of new garden room, reconstruction of existing stair tower, reinstatement of the original front door and internal alterations to revert the layout to its original plan. Comment – recommend approval. <i>Mrs Dennis declared an interest.</i></p> <p>AR/10/01390/FUL – 27 College Road Erection of a single storey extension to the rear of the property, within existing courtyard space and a first floor extension above an existing single storey extension. Works similar to the buildings in scale and footprint to those erected as extensions at the adjacent semi-detached dwelling at 25 College Road. Comment - The Parish Council strongly object to this application for the reasons stated below;</p> <ol style="list-style-type: none"> 1. the impact of the proposal to the neighbouring house to the North 2. the windows in the neighbour's side elevation will be completely blocked and the glazed roof will get much less light 3. the application involves removing half of the outhouse shared with the neighbours. The single skin party wall will become an external wall - but no measures are shown to reinstate or strengthen. 4. the extension goes right up to the neighbour's boundary - no allowance has been made for foundations or maintenance. 5. possible overlooking and loss of privacy to neighbour's rear garden arising from the large first floor picture window 	

	<p>6. loss of light and loss of aspect, from the large first floor extension, gable end and pitched roof to south of neighbour's house.</p> <p>7. plans are inadequate as they do not show the neighbour's house.</p> <p>8. footpath to rear of gardens not indicated.</p> <p>AR/10/01489/FUL – 3 Bingham's Green Cottage, Lindfield Road. Construction of a double garage. Comment – Recommend approval on the condition that the garages are to be used for domestic purposes only.</p> <p>WSCC/070/10/AR – Ardingly Depot, College Road Erection of replacement asphalt plant and demolition of existing plant and erection of works offices and weighbridge at Ardingly Depot. (See above)</p> <p>66.4 Hett Close – Section 106 Agreement. Ms Chapman reported that she had reviewed the Section 106 agreement between Portland Homes PLC, Midland Bank PLC and Mid Sussex District Council dated the 3 September 1998 for Hett Close, a Rural Exception Site. Ms Chapman advised the Council that the agreement contains a proviso for the Parish Council to request a list of applicants who have been housed in the Affordable Housing Units at Hett Close, Ardingly. Councillors AGREED that the Clerk write to the Housing Association requesting that the Parish Council be advised of vacant units as they become available to ensure that any applicant has connections to the village.</p> <p>66.5 Planning Committee – membership Mr Monk confirmed that at a recent meeting of the Planning Committee, Mr Donald Walker had been elected to join the group.</p>	Clerk
67.	<p>Village Guide Mrs Dennis reported that a meeting of the Committee had been held and progress made.</p>	
68.	<p>Youth Activities It was reported that Mike Curtis continues to explore opportunities of working with young people in the local community. Ms Chapman inquired as to what progress was being made on the proposal to open the multicourts for one evening per week, free of charge, to encourage youth participation in the various activities on offer. Mr Brixey responded that the Recreation Ground Committee considered that such regular activities would need to be fully supervised and it was hoped that Streetmate, an organisation who work with young people in the local community, would provide assistance on this proposal. Mr Meldrum agreed to explore management opportunities within the locality to supervise the activities. Ms Chapman reported that funding was available from WSCC to provide a youth worker during the winter months. It was AGREED that a letter be prepared requesting funding to support a youth worker in the village.</p>	WM SC/FR
69.	<p>Sports and Social Club Mrs Dennis reported that preparations were underway by the Sports & Social Club for a Village Day to be held in 2011.</p>	
70.	<p>Twinning of Ardingly with Beuzeville The Chair stated that an “unofficial” visit to Beuzeville had been arranged for the end of August.</p>	
71.	<p>Parish Plan 71.1 Review of Constitution A copy of the Constitution had been circulated prior to the meeting. It was AGREED that Mr Hadden and Ms Chapman would review the document and report back to the Parish Council. 71.2 Approval of Summary of Parish Plan Review. It was proposed by Mr Hadden, seconded by Mr Ruse and AGREED to formerly adopt</p>	DH/SC

	the Summary of the Parish Plan Review. Councillors thanked Ms Chapman for her hard work and commitment to the Parish Plan Review.	
72.	Parish Council Website Mrs McNulty updated councillors on progress with the website and confirmed that a draft tender and timetable had been circulated to the Working Party for comment.	
73	Footpaths/Overgrown Hedges It was reported that during the annual meeting with the WSCC Highway Officers on Monday, 21 June concern was raised by representatives of the Parish Council with regard to overgrown hedges in the village. Mr Monk stated that a standard letter was available to send to landowners requesting pruning and continued maintenance of overgrown hedges, but will amend the letter stating that works should not be carried out until the end of the nesting season for birds. If the landowner ignores the request, the Parish Council should contact WSCC and make them aware of the situation.	KM/Clerk
74.	Christmas Festivities 2010 Mr Monk confirmed that good progress was being made on arrangements for the Christmas festivities.	
75.	Reports from representatives on outside bodies Meeting with WSCC Highways Department – 22 June 2010 (SC) Councillors were updated by Ms Chapman on the meeting with WSCC Highways Department which included topics on results of the Village Plan consultation, traffic management, overgrown hedges, parking and street signage.	
76	Reports from committees There were none.	
77.	Correspondence 77.1 Letter dated 6 June 2010 re: Japanese Knotweed The Clerk advised the Parish Council that notification had been received from a resident of Japanese Knotweed growing in a field owned by Borde Hill Estate which is leased to a local farmer. It was AGREED that a letter will be sent to the landowner requesting immediate removal of the Japanese Knotweed based upon research by the National Trust and Environmental Agency. 77.2 Notification received from MSALC of AGM – 14.7.10 (GR/DH) was noted. 77.3 Invitation to Ardingly College – date confirmed as evening of Wednesday, 8 September was noted.	WM/Clerk
78.	Training There was nothing to report.	
79.	Chairman's announcements Items for information Ms Chapman reported that the Sustainability Workshop had been postponed until the 19 March 2011. Mr Walker reported that the water gulleys at the side of the footpaths need to be cleared to allow surface water to drain.	
90.	Future meeting dates 80.1 To discuss if an August meeting of the Parish Council is required. It was AGREED that no meeting of the Parish Council will be held in August. The Playground Project Working Party – to be confirmed Emergency Planning Committee – 29 July 2010 Ardingly Parish Council – no meeting in August Ardingly Parish Council – 7 September 2010 Recreation Ground Committee – 13 September 2010 Environmental Committee – 21 September 2010 Finance Committee – November 2010	

CONFIRMED MINUTES

SIGNED DATED