



ARDINGLY PARISH COUNCIL

Parish Clerk: Sarah Mamoany

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Office: Tuesdays 10a.m - 12noon in Hapstead Hall, Ardingly

Minutes of the meeting of Ardingly Parish Council held on Tuesday 7th January 2014 at 7.30pm in the Reading Room at Hapstead Hall

Present:

Mr. W. Meldrum (Chair)	Mrs P. Dennis
Mr. M. Brixey	Mr. K. Monk
Mr. G. Ruse	Mrs. R. Chalk
Mrs. F. Rocks	Mr. N. Moorey

Apologies Mrs. R. Jarvis (RFO)

In Attendance: Mrs. S Mamoany (Clerk)
3 members of the public

No questions or statements from the public.

227.	Procedural Matters 227.1 No apologies for absence were received. 227.2 No Declarations of Interests were made. 227.3 The minutes of the Parish Council Meeting held on Tuesday, 3 rd December 2013 were amended to read 'Oathall' on item 218, these were then AGREED and signed by the Chair as a true and accurate record. The minutes of the extraordinary Parish Council Meeting held on the 25 th November 2013 were not available.	
228.	Matters arising from the previous minutes, not covered elsewhere on the agenda The Clerk reported that she had spoken with the headmaster at St Peters Primary School to check the arrangements regarding snowfall and he had confirmed that if they could open the school they would; but ultimately a lot of factors were involved. In view of this the road leading up to the school will be kept on the specification that had been agreed by the Emergency Planning Committee.	
229.	Casual Vacancy for Councillors 229.1 The Chair reported that resignation letters had been received from Tim Clement and Don Walker. 229.2 The required Notice of Vacancy had been displayed and both Sarah Chapman and Tim Clement's 14 day period had expired, which enables the Council to co-opt two members onto	

	<p>the Council at the meeting. The notice period on the third vacancy expires on the 10th January 2014</p> <p>229.3 The vacancies had been advertised on the Notice Boards and website and four applicants had come forward with interest in the vacancies, submitting a brief letter of application to the Clerk. One applicant had withdrawn his application. The three candidates, Jonathan Aloof, Peter Simpson and Derek Stutchbury were invited to attend the meeting and all gave a brief talk about their experience and what they felt they could bring to the Council.</p> <p>Councillors then voted as per the procedures as follows:</p> <p>Jonathan Aloof – 5 Peter Simpson – 3 Derek Stutchbury – 0</p> <p>Jonathan Aloof had a majority and was co-opted onto the Council.</p> <p>Peter Simpson – 4 Derek Stutchbury – 4</p> <p>The Chair had the casting vote and voted Peter Simpson to be co-opted onto the Council.</p> <p>The Chair thanked Derek Stutchbury for his interest and invited him to apply for the third vacancy that should be available, following the expiry of the Notice Of Vacancy on the 10th January.</p>	
<p>230.</p>	<p>Finance</p> <p>230.1 In the absence of the RFO the schedule of payments for December was prepared by the Clerk and circulated; it was AGREED and signed by the Chair.</p> <p>RC enquired whether the light bulbs should come out of Hapstead Hall budget. It was agreed that the Parish Council should fund this cost. RC reported that Bartletts had made the lights safe and would remove them at a later date as they were extremely busy due to the recent storms.</p> <p>WM reported that the Village Voice had several payments coming in over next few weeks and these would be passed to the Clerk.</p>	
<p>231.</p>	<p>Environment and Traffic Committee</p> <p>231.1 Following the resignations of Sarah Chapman and Don Walker the Chair reported that they had expressed that they wish to remain on the Traffic Committee and would like to be co-opted onto the Committee if possible. The Clerk agreed to check the procedure.</p> <p>The next Traffic Meeting would be held on the 28th January. The Clerk reported that Helen Card (WSCC) had arranged a meeting for the 28th January; however, it would be better to hold the Traffic Meeting prior to meeting with Helen and hopefully by then she would also have a project manager assigned. The Clerk agreed to rearrange the meeting with Helen Card to include the new Chair of the Traffic Committee.</p> <p>The Clerk was asked to prepare an up-to-date list of committee members across all committees so the council could see what vacancies are outstanding.</p> <p>231.2 The Clerk had been advised that the grant application was successful for the CCTV survey to be deployed at Brickyard Cottages and WSCC were due to send a cheque in the next few days. It was questioned whether the properties had been affected by flooding with the recent heavy rainfall. KM offered to visit the residents and find out what the current situation was and report back to the Clerk.</p>	

	<p>231.3 It was unanimously AGREED that WM would take over position of Chair on the Traffic Committee.</p>	
<p>232.</p>	<p>Hapstead Hall Management Committee NM reported they had experienced some problems with the boiler, which was in the process of being resolved.</p> <p>FR commented that she felt the hall was not being used enough and the Parish Council should try to help to promote it; perhaps putting a column in the Mid Sussex Times or an article in the Village Voice promoting the features that we have at Hapstead Hall. WM reminded the Committee that it had been suggested that they assembled a table of other halls in the area and their features and pricing. The heating was also discussed and due to the hiring schedule not being up to date, the caretaker could not set it up for the week's use. WM suggested that we could set up a system to control it remotely. NM to speak to the Hall Clerk about the hiring schedule.</p>	
<p>233.</p>	<p>Neighbourhood Plan Committee 233.1 The Chair reported that the submission plan was with MSDC and they have agreed to our making minor amendments following the Health Check and comments also made by MSDC. The amended documents were sent out to all NP Committee Members showing the changes made, which were mainly providing more clarity and rectifying grammatical errors.</p> <p>Sarah Chapman had made a request to be co-opted onto the Neighbourhood Plan Committee; the Clerk agreed to look at the correct procedures with regard to this.</p> <p>233.2 The Clerk reported that the first monitoring report regarding the grant received from Locality needed to be completed before the 21st January. Invoices had been received from rOCH Ltd and Fortismere Associates. The Clerk agreed to complete the monitoring report to reflect this information.</p>	
<p>234.</p>	<p>Planning Committee 234.1 Following the resignation of Sarah Chapman, a replacement Chairman was required and it was AGREED that MB would become Chair and KM Vice Chair. It was AGREED unanimously that Jonathan Aloof and Peter Simpson would join this Committee.</p> <p>MB advised that a Planning Committee Meeting would be arranged in the next few weeks and following this meeting, the Committee would bring forward suggestions on meeting and approval procedures that should be in place.</p> <p>234.2 An update of the Planning Applications and Decisions received was provided as follows:</p> <p>Decisions AR/13/03260/FUL – Geoffrey Hall, South of England Centre, Selsfield Road, Ardingly, RH17 6TL – Demolition of existing dilapidated single storey office building and it's replacement with new offices – Permission Granted 20.12.13 AR/13/03630/LDC – Longacres Croft, Church Lane, Ardingly, RH17 6UP – Proposed single storey studio in rear garden. This is an application to establish whether the development is lawful – AR/13/03666/FUL – 4 High Street, Ardingly, RH17 6TD – Proposed single storey rear extension – Permission Granted 05.12.13 AR/13/03824/FUL – Withylands, Lindfield Road, Ardingly, RH17 6SN – Erection of a greenhouse – - Permission Granted 17.12.13 AR/13/0397/TREE – Jordans Cottage, Street Lane, Ardingly, RH17 6UN – Lime 30% crown thinning – Permission Granted 27.12.13 AR/13/03806/FUL – Wakehurst Place, Selsfield Road, Ardingly, RH17 6TN – Car park traffic</p>	

	<p>management works within the existing car park at Wakehurst Place – Permission Granted 30.12.13</p> <p>AR/13/03634/FUL – Fairhaven, Church Lane, RH17 6UR – Demolition of existing three bed bungalow with construction of replacement two storey energy efficient dwelling – Permission Granted 23.12.13</p> <p>Comments:</p> <p>AR/13/03810/FUL – Knowles Mead Cottage, Church Lane, Ardingly, RH17 6UP – Demolish existing sheds and replace with new – no objections.</p> <p>AR/13/04042/FUL – 1 Viewlands, College Road, Ardingly, RH17 6SH – Rear ground floor and first floor extensions – no objections</p> <p>AR/13/04196/FUL – Longacres Croft, Church Lane, Ardingly, RH17 6UP – Single storey studio in rear garden – no objections.</p> <p>Application just received:</p> <p>AR/13/04325/FUL – Middle Lodge, Lindfield Road, Ardingly, RH17 6TS – New timber framed garage/gym to the south east of the existing property.</p>	
<p>213.</p>	<p>Recreation & Open Space Committee</p> <p>NM reported that we had been provided with a price for the replacement of the aerial slide chain for the sum of £178.00, it was agreed that although this seemed expensive, as it had been highlighted in the rOSPA inspection report, it should be done. In addition the contractor had informed the Clerk that the rotating springer was dangerous and part of it had been removed from the play area. The cost to repair this item was £236 parts and £300 labour, which included the cost of removing the part of the equipment on the first visit. It was felt that this was very expensive and the Clerk was asked to check firstly if the equipment was under guarantee and secondly to obtain another quotation for these works. It was also discussed that the contractor should be advised that the procedure in future should be to report to the Clerk prior to any equipment being removed from site.</p> <p>The public toilet lights had recently been vandalised and were not working; an electrical contractor had been instructed to carry out the repairs at the cost of £106, plus VAT.</p> <p>The Clerk reported that she had visited the Recreation ground this week and noted that the play area surface had a lot of mud and debris on it where the rain had washed in down from the top of the pathway. It was suggested that the Clerk contacted Pat Killian to ask him if it is something he could deal with, although it might need to be pressure washed.</p> <p>The Chair volunteered to remove the branches from the playground area and the roof of the pavilion that had come down in the recent storms.</p>	
<p>236.</p>	<p>Emergency Planning</p> <p>236.1 The Clerk wished to make Councillors aware of the salt spreading risk assessment document that had been sent through from WSCC. The Clerk was asked to check the position on insurance cover with regard to this.</p>	
<p>237.</p>	<p>Youth Management Committee</p> <p>237.1 It was reported that the contract still needed to be prepared for Streetmate.</p> <p>The Clerk reported that she and FR would attend a meeting on the 17th January with Nicky Dodds (Affinity Sutton) and Peter Barnes to discuss the monitoring procedure with regard to the recent grant received.</p> <p>FR reported that she was disappointed with some areas of the Streetmate provision and the assistance provided by them, which was no reflection on the youth worker, Peter Barnes, who works extremely hard with the young people. It was noted that the Youth Club had not run</p>	

	<p>some weeks in the past because of a lack of volunteers. FR and Sarah Chapman had attended the last Youth Club session of the Christmas term in order to help out. It was agreed that we needed to have a list of volunteers that can be called on as casual volunteers to overcome this problem.</p>	
238.	<p>Training and Events 238.1 The chair reported that the Council had been approached by Turners Hill and West Hoathly Parish Councils to run a joint exhibition at the SALC 'Parish Fayre' event to be held at The South of England Show 2014. It was AGREED that this would be a good idea as to share the day between several Parishes would not be difficult and it would show support. The Clerk agreed to liaise on the Council's behalf.</p>	
239.	<p>Highways Cluster Group 239.1 The Clerk was requested to report the drains and general poor condition of the causeway road and pot holes from College Road leading up to Copyhold Lane.</p>	
240.	<p>Metro Bus The Clerk met with Metro Bus on the 26th November to discuss various options for the temporary bus stop while South East Water are carrying out works which will mean that the High Street in Lindfield is closed. RC stated she was meeting with Metro Bus again later in the week as we are concerned about safety, in particular for school children; currently MetroBus were proposing College Road as a possibility. RC will liaise with the Clerk if any further action is required following the meeting.</p> <p>An update meeting was being held by South East Water on Friday 10th January at 10am.</p> <p>PD reported that she had received a request from a resident to see if it was possible to ask for a request stop in Lindfield Road, near Middle Lodge. This will be put on the agenda for the next meeting.</p>	
241.	<p>Senior Rail Cards 241.1 The Clerk reported that she had been contacted by MSDC with regard to the new system of issuing the Senior Rail Cards. ATOC are taking over this system in 2014 and currently only four parishes including Ardingly offer a subsidy, making the cost to Ardingly Residents £20.50. ATOC have offered a 20% discount to all residents in Mid Sussex if the Parishes that offer subsidies no longer offer this as it is not really a viable option for them to administer this system. This would mean an increase to Ardingly Residents of £3.50 as the ticket price would be £24.00. One of the remaining four parishes has already agreed to no longer offer a subsidy.</p> <p>Last year it cost the Council £190 to provide the subsidy, which would mean the Council would save this amount and could use the money for other services. A vote was taken and six AGREED to withdraw the subsidy and two abstained from voting.</p>	
242.	<p>Consultations Nothing to report.</p>	
243.	<p>Register of Interests 243.1 The Clerk wished to remind all Councillors to ensure that they keep their Register of Interests up to date. The Chair reiterated this information to all Councillors and that it was important to do this and to be aware of this and to ensure they included conflicts relating to their spouses.</p>	
244.	<p>Calendar of Meetings for 2014 244.1 The Clerk had circulated the calendar of proposed meetings for 2014. It was agreed that this was acceptable and the Council would work to these dates where possible, although additional meetings might be called or dates might need to be changed. Planning</p>	

	Committee Meetings would be discussed further at the next Parish Council Meeting and dates confirmed.	
245.	<p>Village Communications</p> <p>FR requested that a reminder notice be sent out to the church, clubs and societies with the copy deadline date for the Village Voice as this would encourage more articles to be sent in for publication, as currently there is a lack of copy. It was requested that Councillors should send any contacts they have to the Clerk which would be mailed to two weeks prior to the deadline. FR reported that supporting the Church Christmas Tree Festival had been appreciated and was beneficial.</p> <p>Sarah Chapman had offered to update the village website calendar. The Chair reminded everyone that it is a village website and anyone can add and update items and he was happy to teach people how to go about this should they wish to learn. The Chair agreed also to speak to the Clerk of Hapstead Hall to ensure that she was aware how to use the website, as events held at the Hall could be advertised in advance. It was agreed that the website was lacking updates and information to keep people interested. The Clerk felt it would be helpful if someone could take on further responsibility.</p>	
246.	<p>Correspondence</p> <p>The Clerk reported that Ardingly College had confirmed that the allotment site was conditional on the support of the Standgrove site in the Neighbourhood Plan. NM requested if it could be clarified if this meant the number of 27 houses as stated in the Neighbourhood Plan. The Clerk agreed to obtain clarification on this matter.</p> <p>It was agreed that nothing further required to be done with regard to updating the allotment waiting list at this stage.</p>	
247.	<p>Future Meeting Dates</p> <p>Tuesday, 4th February 2014 – Parish Council Meeting</p>	

MEETING CLOSED 9.15 pm