



## ARDINGLY PARISH COUNCIL

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### Minutes of the Ardingly Parish Council Meeting held on Tuesday 7<sup>th</sup> October at 7.45 pm in the Reading Room at Hapstead Hall

#### Present:

Mr. W. Meldrum (Chair)

Mr. M. Brixey

Mr. K. Monk

Mrs. F. Rocks

Mrs. P. Dennis

Mrs. R. Chalk

Mr. D. Stutchbury

#### Apologies

Mr. G. Ruse and Mr. J. Aloof

#### In Attendance:

Mrs. R. Jarvis (RFO)

Mrs. S Mamoany (Clerk)

3 members of the public

#### Public Questions

Mrs Meldrum had sent a letter to the Clerk which had been circulated to all Councillors and spoke with regard to item 409.2 as owner of the property Fairhaven. Mrs Meldrum wished to respond to concerns raised by the neighbour living at Hunters Gate. The reasons for the amendment to move the existing agreed site of the house and garage block to a new location were due to improving light issues, solar efficiency and consolidation of hardstanding areas, improving the amenity with less impact of visibility as you approach Ardingly from Balcombe. Mrs Meldrum felt that they had consulted neighbours throughout the process.

Nicky Coles spoke on behalf of her mother, Joyce Topping owner of Hunters Gate who had sent a letter of objection to MSDC regarding planning application AR/14/3079/FUL relating to Fairhaven, Church Lane, Ardingly. Mrs Topping has lived in the property for 42 years and has not objected to any of the previous applications and felt that this current application was a step too far and the moving of the location will impact on her property and does not feel that the reasons listed are good enough to warrant moving the house and garage block to a new location. Mrs Coles mentioned that an oak tree had been removed with planning permission, however MSDC had not requested that a replacement was replanted, therefore impacting as the view from Hunters Gate will be affected.

Rob Lawson spoke to advise the Council that he is in the process of putting in a planning application for an extension and invited the Planning Committee to visit once the plans were available to them.

<p><b>403.</b></p>	<p><b>Procedural Matters</b></p> <p>403.1 Apologies were received from George Ruse and Jonathan Aloof.</p> <p>403.2 Declarations of Interest: Will Meldrum declared an interest in item 409.2 relating to Fairhaven as he is the owner of this property.</p> <p>DS raised the issue of members declaring interests and it was noted that Council members must announce any declaration of interest at meetings clearly.</p> <p>403.3 The minutes of the meeting dated 2<sup>nd</sup> September were agreed and signed as a true and accurate record.</p> <p>403.4 The Notice of Vacancy for Peter Simpson expired on the 26<sup>th</sup> September and the Notice of Vacancy for Nick Moorey expired on the 30<sup>th</sup> September and the Clerk confirmed no request had been made for a by-election. Therefore the Parish Council will be in a position to co-opt the two vacancies at the November Parish Council Meeting. The Clerk has put up adverts on the website and the notice board and any applications should be sent to the Clerk.</p> <p>It was noted that if the Council do not fill the vacancies at the November meeting, they cannot be filled until the May elections and the Council will continue to run with 9 members and not the full 11.</p>	
<p><b>404.</b></p>	<p><b>Matters arising not covered elsewhere on the agenda</b></p> <p>The Chair noted that he still needs to complete the template for the community assets and circulate.</p> <p>The Clerk reported she had written to Adam Bazley at WSCC Highways with regard to the condition of Copyhold Lane, Westhill (Balcombe Lane) and College Road but was awaiting a response.</p> <p>It was noted by FR that following a discussions with Helen Card (WSCC) at the recent EPLG Meeting that it could be possible to obtain funding from WSCC with regard to flooding issues on the reservoir causeway.</p> <p>The Clerk had obtained a quote for the cost of outdoor lights for the smaller tree, which would be in the region of £27 for an 18 meter extendable kit. KM was asked to find out if we could arrange an electrical supply from a nearby property as in previous years.</p>	<p>KM</p>
<p><b>405.</b></p>	<p><b>Finance</b></p> <p>405.1 The external audit had been received and the RFO reported that no matters of concern were raised. It was noted that in future the grant element of the precept should be shown as a separate figure from the precept. The RFO will provide a copy of the report for the Clerk to put on the website.</p> <p>405.2 The schedule of payments for September was circulated, noted and AGREED by the Council. MB enquired if the funds for the Traffic Appraisal had been received and the Clerk reported she was just waiting for the money from the National Trust that had been agreed and an invoice has been sent.</p> <p>405.3 The RFO reported that following a meeting with the Clerk to discuss budgets, it was felt that as the Council no longer have an Environmental Committee then this budget could be amalgamated to the Recreation Ground and Open Spaces Committee which would be more relevant. The Council unanimously AGREED to this suggestion.</p>	<p>RFO/Clerk</p> <p>RFO</p>
<p><b>406.</b></p>	<p><b>Environment and Traffic Committee</b></p> <p>406.1 The Chair advised that the Clerk had received an email from Sylvie Hardcastle on the 1<sup>st</sup> October confirming that she had held a meeting with the WSCC consultant CH2MHill about commissioning them to carry out a feasibility study using the information provided by the Parish Council and WSCC to consider options to improve the safety and create a sense of place in Ardingly. Sylvie will write a brief for them within the next two weeks and send the draft to the Parish Council for comments.</p> <p>406.2 Community Speedwatch - The new PCSO Erica Baxter is chasing Helen Card (WSCC) but as yet no further progress has been made.</p> <p>406.3 DS reported that he had visited Brickyard Cottages when the survey was being carried out and it was found that pipe work has collapsed. We will need to work with WSCC to assess if this is a Highways issue or we can apply for further funding from Operation Watershed. Helen Card is being kept informed of progress and we await a report from Landbuild Contractors.</p>	

<p><b>407.</b></p>	<p><b>Hapstead Hall Management Committee</b></p> <p>407.1 It was reported that George Ruse had been elected as a temporary Chair to the Hapstead Hall Management Committee following Nick Moorey leaving the Parish Council. KM will assist in the day to day running if required as he can be available during the daytime.</p> <p>407.2 KM reported that following a request from the Insurance Company an electrical wiring report had been requested, which should be carried out every 5 years. The report had cost £228 and following this an estimate had been received in the region of £5,000 which the Committee had agreed to proceed with. The work had been scheduled for w/c 27<sup>th</sup> October.</p> <p>The Chair raised concerns that the Council could not be seen to obtaining best value for money if only one quotation had been received and due to this being a substantial amount of money requested that 2 further quotations were obtained prior to proceeding. The Council AGREED that the urgent works listed on the electrical wiring report should be done as soon as possible as they were listed as 'Danger Present' and two further quotes should be obtained.</p> <p>The Clerk was also asked to check with the Hall Clerk that the current insurance was valid and when it was due to expire.</p> <p>Due to the Hall Clerk being away on holiday in a few weeks, the Clerk was requested to speak with the electrical contractors scheduled to do the works and agree if they could carry out the C1 works as soon as possible. In addition, it was requested that she obtained two further quotes for the work as detailed in the original report.</p> <p>KM reported that problems kept occurring with the boiler and costly parts continued to be replaced and it was therefore agreed at the Management Committee meeting that the boiler is replaced. The quotation of £1750 had been accepted and the work was due to commence in November. The Chair noted that he would do some research into the boiler that was chosen and its efficiency; although perhaps alternative quotes should be obtained.</p> <p>It was noted that the electrical works needed to be done in a reasonable timescale; although the boiler was not a currently a safety issue.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Chair</p>
<p><b>408.</b></p>	<p><b>Neighbourhood Plan Committee</b></p> <p>408.1 Mid Sussex District Council have confirmed the examiner is to complete his report using written representations which have been posted on the village website. The Council should hear further news towards the end of October.</p>	
<p><b>409.</b></p>	<p><b>Planning Committee</b></p> <p>409.1 The minutes of the Planning Committee Meeting held on the 2<sup>nd</sup> September 2014 were circulated and noted.</p> <p>The Chair left the room prior to item 409.2 due to his declaration of interest in this item.</p> <p>409.2 AR/14/3079/FUL – Fairhaven, Church Lane, Ardingly, RH17 6UR – Demolition of existing dwelling and construction of replacement 5 bedroom dwelling with detached garage, amended proposal to that approved under 13/03634/FUL.</p> <p>MB reported that a site meeting had been held at Fairhaven and the Planning Committee had received a copy of Mrs Topping's objection letter sent to MSDC. This was the third application in respect of this new dwelling, where previous applications had been granted; no objections had been previously raised by neighbouring properties. Discussions were held on the application and it was AGREED that it was difficult for the Council to be seen to be objective when members knew both parties with regard to the application. It was felt the best way forward was to offer as a Parish Council no comment; leaving Mid Sussex District Council to decide the matter.</p> <p>The Chair returned to the room following the above item.</p>	
<p><b>410.</b></p>	<p><b>Recreation Ground and Open Spaces Committee</b></p> <p>410.1 MB proposed that DS was voted on as Chairman of the Recreation Ground and Open Spaces Committee, KM seconded this and it was unanimously AGREED.</p> <p>410.2 The Clerk reported that no one has come forward offering to purchase a new bench following the note in the Village Voice regarding the bench in memory of Dr Whitfield. It was suggested</p>	<p>Village</p>

	<p>another article goes in the next issue.</p> <p>410.3 The Clerk reported that Foster Playscapes were not agreeable to the offer of the part payment of the invoice for the removal of an item of play equipment. The Clerk confirmed that they had removed the item several days before informing the Council they had done this and charged £150. The Council AGREED that a cheque should be sent in full and final settlement of the original offer as they were not happy about the service provided and were not willing to settle the invoice in full.</p>	<p>Voice</p> <p>Clerk</p>
<b>411. Emergency Planning Committee</b>	<p>411.1 RC reported that following the last Emergency Planning Committee Meeting it was agreed that EPF Gritting would carry out the snow clearing/gritting this year.</p> <p>WSSC would issue instructions as to when Parish Councils can activate the service, otherwise subsidy money cannot be claimed. It was also agreed we would avoid clearing on Friday's subject to conditions to then clear before Monday so the road would be clear ready for residents to go back to work.</p> <p>The current budget available for 2014/15 is £2000.</p>	
<b>412. Youth Management Committee</b>	<p>412.1 FR reported that a meeting had been held with Nicky Dodds from Affinity Sutton, Peter Barns (Youth Worker) and the Clerk with regard to the future of the Ardingly Youth Club. Although the Parish Council have made the decision to not continue with the project due to low attendance, it was suggested that future events could be held to engage with the young people in the village, for example a skate board day. This would need to be held in the spring with better weather and the Youth Committee will discuss this at the next meeting. Affinity Sutton offered funding for the future and would be happy to contribute to such an event.</p>	FR/Clerk
<b>413. Training and Events</b>	<p>The Clerk reported that the North Cluster Meeting has been cancelled and will be held in February.</p> <p>The Clerk did not attend the Clerks Networking Event due to current work load.</p>	
<b>414. Highways Cluster Group</b>	<p>Nothing to report.</p>	
<b>415. 106 Agreement – Standgrove</b>	<p>415.1 The Chair, MB and Clerk held a conference call with Joseph Pearson, Assistant Planning Policy Officer at Mid Sussex District Council. Joseph explained the procedures with regard to 106 monies and it was confirmed that money will be received upon first occupation of the development, so this will be sometime yet. The figures provide are as follows: Leisure: £38,027 Local Community Infrastructure: £20,554 Community Buildings: £16,518 Transport Contribution: £68,957 and SAMM Contribution: £89,521 (this is money set aside for projects identified in the interim SAMM strategy or successor SAMM strategy relating to management and monitoring on Ashdown Forest).</p> <p>The 106 Agreement also has £101,841 set aside for Primary School Education. The Clerk was requested to write to St Peter's Primary School to inform them and provide them with contact details of the department at WSSC that they need to contact, which was given to the Clerk by Joseph Pearson, MSDC.</p>	Clerk
<b>416. Summer Fayre</b>	<p>The Chair reported that the Summer Fayre had made a profit of £2.42 and was looking for new ideas for next year and further support would be appreciated. MB thanked The Chair for the work he put into the Summer Fayre this year.</p> <p>It was noted that next year's Fayre would be held on the first Sunday of September, being the 6<sup>th</sup>. The Clerk was asked to inform the Football and Cricket Clubs in advance.</p>	
<b>417. Allotments</b>	<p>471.1 A site meeting was held with WM/MB/KM/Roy Simmonds and Karen Alton where a few questions were raised. The Clerk was requested to clarify a couple of points with Ardingly College with regard to the draft lease that had been sent through. The Chair noted that the lease should perhaps be more detailed.</p>	Clerk



	<p>the Clerk is responding to this on behalf of the Council.</p> <p>An email had been received from Simon Bushell at SSE Contracting regarding the replacement of the street lights. The Clerk was asked to contact Simon to ask for further information and report back to the Council. It was noted that it would be useful to have lighting in the Recreation Ground Car Park.</p> <p>A thank you letter was received from Mrs Baker at 6 College Road regarding the recent planning decision relating to 2-4 College Road, Ardingly, which had been refused.</p> <p>An email from a resident was received regarding a bus stop that was requested sometime ago in Selsfield Road and stating how disappointed he was that the Council had not put a shelter up. Councillors stated that this request dated back to the 1970's. The resident had requested that he did not wish to have a reply to his email.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>426.</b></p>	<p><b>Matters arising or for future inclusion on agenda</b></p> <p>The Chair noted that we need to keep better records of who the Council put forward for awards, as the Council had recently nominated someone who had been previously put forward.</p>	
<p><b>427.</b></p>	<p><b>Future meeting dates</b></p> <p>Recreation &amp; Open Spaces Committee Meeting – 21<sup>st</sup> October at 7.30 pm</p> <p>Planning Committee Meeting – 4<sup>th</sup> November at 7 pm</p> <p>Parish Council Meeting – 4<sup>th</sup> November 2014 at 7.30 pm</p> <p>Finance Committee Meeting – 10<sup>th</sup> November at 7.30 pm</p>	

**MEETING CLOSED AT 10.15 PM**