



ARDINGLY PARISH COUNCIL

Parish Clerk: Sarah Mamoany
 Tel: 01444 226 209
 Email: ardinglypc@hotmail.co.uk
 Office: Tuesdays 10a.m - 12noon in Hapstead Hall, Ardingly

Minutes of the Ardingly Parish Council Meeting held on Tuesday 6th January 2015 at 8.00pm in the Reading Room at Hapstead Hall

Present:

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

Apologies Mr. D. Stutchbury, Mr. P. Burr

In Attendance: Mrs. R. Jarvis (RFO)
 Mrs. S Mamoany (Clerk)
 1 member of the public

Public Questions

No comments were made by the public present.

480	Procedural Matters 480.1 Apologies were received from Derek Stutchbury and Paul Burr. 480.2 No declarations of interest were made. 480.3 The minutes of the meeting dated 2 nd December 2014 were AGREED and signed as a true and accurate record by the Chair.	
481	Matters arising from the previous minutes not covered elsewhere on the agenda No matters were arising.	
482	Finance 482.1 The schedule of payments for December was circulated and AGREED by the Council. 482.2 The RFO informed the Council that a debit card arrangement was not possible, due to two signatures being required. It was AGREED that a petty cash system would be put into place with £100 float. The RFO will draw up a procedure for the use of petty cash which will only be accessible to the Clerk and RFO. Petty cash book and cash tin will be required. 482.3 The RFO circulated the list of Village Voice advertisers showing the debtors. The RFO has been working with the Editor to chase up the outstanding payments. The RFO will continue to chase, however it might be necessary to write-off some of the old debtors on the list. 482.4 The Clerk confirmed that Councillors can claim back petrol/parking costs if attending meetings outside the Parish if they wished. It was AGREED that a process would be put in place by the RFO	 RFO RFO

	<p>The Clerk will check the standard rate for mileage.</p> <p>482.5 It was AGREED that Mr Angus should be reimbursed £20 for electric for the supply to the Christmas Tree lights and the Clerk will write to thank him.</p> <p>482.6 It was AGREED that it would be a nice gesture to purchase a small gift for the residents that help with the Village Voice for up to £10 per person. In addition, a shrub/tree will be purchased for Mrs Meldrum, the Editor for her work with a budget AGREED at £30. It was noted this would come out of the Village Voice budget and not the Council budget. KM will arrange.</p> <p>482.7 It was AGREED that a donation would be made of £50 to the Woodland Trust in memory of Peter Simpson who sadly passed away last year.</p>	<p>RFO/Clerk</p> <p>Clerk</p> <p>KM</p>
483	<p>Environment and Traffic Committee</p> <p>483.1 A meeting is due to be held with Councillor Acraman, Helen Card and Keith Budd (Project Manager) on the 4th February at 11am. FR/RC will attend and the Clerk will check if PB is also available to attend.</p> <p>483.2 The Clerk has been advised by the PCSO that the site suggested for the Community Speedwatch is not suitable, so is currently looking for an alternative. MB suggested the Council write to the Police Commissioner if we are not moving further forward. The Clerk will chase the PCSO first and PD will mention the subject at the next Panel Meeting.</p> <p>483.3 The Clerk advised that Councillor Acraman has confirmed his support to the two projects, Brickyard Cottages and Balcombe Road/Westhill on the causeway. The Clerk is awaiting quotes from contractors and will then submit application forms to Operation Watershed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
484	<p>Hapstead Hall Management Committee</p> <p>484.1 MB noted that since he had taken over as Chair of the Hapstead Hall Management Committee he has seen correspondence to confirm that the hall sits separately from the Parish Council. The funding from the Parish Council has been agreed for 2015/16 but going forward the Trustees need to look at the way forward for the hall, using it as a community building and ensuring the village is getting benefits as it will never be a self funding building with ongoing maintenance always going to be an issue. The commercial side of the hall needs to be looked at with regard to promoting the facilities available.</p> <p>It was noted the Custodians of Hapstead Hall should meet twice a year and it was not clear when they had last met. The Clerk was asked to set up a meeting following the January Management Meeting. It was clear that the Management Committee do not need to report to the Parish Council; however as Custodians of Hapstead Hall they should be meeting and receiving a review and budget reports on a twice annual basis.</p> <p>484.2 MB reported that Sonia Watson has been appointed as the replacement Hall Clerk and will start on the 12 January 2015 with a handover period with Jane until the end of the month.</p>	<p>Clerk</p>
485	<p>Neighbourhood Plan Committee</p> <p>485.1 MSDC have confirmed that the Ardingly Neighbourhood Plan will be discussed at the cabinet meeting to be held on the 12th January 2015.</p> <p>485.2 The Clerk confirmed that the Council had lost £280 from a grant that was set aside for publicity due to the delays in getting to the Referendum stage.</p> <p>MSDC have advised that they will provide funding for the Referendum with a budget to be forwarded to the Clerk.</p> <p>As the Referendum is likely to be set for March, it was unanimously AGREED that a float of £300 should be set aside for any expenditure such as banners, leaflets.</p>	
486	<p>Planning Committee</p> <p>486.1 The minutes of the Planning Committee meeting held on the 2nd December were circulated to all members and noted.</p> <p>486.2 AP/14/0058 – Appeal relating to Units 2-4 College Road, Ardingly, West Sussex, RH17 6TT - MB noted the suggested comments that were agreed at the Planning Meeting, which included previous comments and additional comments regarding the fact the NP has moved further forward since original comments were submitted. The response was AGREED and the Clerk will forward this to the Planning Inspectorate by the due date and a copy will be sent to Councillor Gary Marsh.</p> <p>486.3 – AR/14/04211/FUL – 1 Munnion Road, Ardingly, West Sussex, RH17 6RR – new two storey detached house and single storey double garage. MB reported that a site meeting will be arranged and the Clerk has requested an extension for comments following the next Parish Council Meeting.</p>	

	486.4 Following a meeting with the potential developer of the Standgrove Site the Chair noted that they were keen to communicate and involve the Council with the development. The Clerk was asked to write to Millwood Designer Homes and thank them for taking the time to speak to the Council and that they were encouraged by the plans that had been shown to the Council and any further involvement would be welcome.	Clerk
487	Recreation Ground and Open Spaces Committee 487.1 The Clerk reported that three quotes had been received for the grass cutting tender. Barcombe Landscapes the current contractor was the lowest quotation and the Council are happy with the service that they have provided. It was unanimously AGREED to award them the contract for the next three years. 487.2 The Chair noted that the Courts are currently closed due to moss growth and advice from our insurance company. A site meeting has been arranged with a cleaning contractor on the 9 th January and it was unanimously AGREED if the cleaning, moss treatment and minor repairs can be carried out within a £800 budget that this should proceed as soon as possible so the courts are useable again. The Clerk will look at putting a contract in place for annual maintenance so that the situation does not arise in the future.	Clerk Clerk/DS Clerk
488	Emergency Planning Committee RC confirmed that a meeting will be held on the 20 th January to pull together the draft of the Emergency Plan document.	RC
489	Youth Management Committee FR noted nothing to report.	
490	Training and Events 490.1 RL will attend the Gatwick meeting to be held on the 7 th January. The Clerk was requested to send him the comments that the Council agreed recently relating to the 2 nd Runway Consultation.	Clerk
491	Highways Cluster Group 491.1 Nothing to report from the Clerk other than any work sent through is being dealt with promptly. 491.2 The Clerk is still awaiting further news on the pipe repairs on Balcombe Road and has informed Councillor Acraman of the issues on this road and requested his support.	
492	Allotments 492.1 The Chair reported that we have no further news from Councillor Gary Marsh regarding funding for the project. 492.2 The lease is currently being finalised with Ardingly College and the Chair reported that it is a possibility the site area may be extended slightly to assist with plot size. The Chair confirmed that an Allotment Society will be created to manage the day to day running of the site.	
493	Cinema 493.1 FR reported that the December cinema evening was another success and the importance of the event being a community event rather than raising of money was the main goal and any profits would go back into the project. FR thanked Sarah Chapman and the volunteers on the evening. 493.2 The next film will be 'What We Did On Our Holiday' on the 29 th January 2015.	
494	Notice Boards 494.1 The Clerk had obtained an estimate, however the Council agreed that the specification might not be suitable. The Chair will do some further research into another style of board and a budget of £600 was unanimously AGREED to purchase 2 or 3 boards.	Chair
495	Community Transport 495.1 The Clerk has contacted Councillor Acraman and Helen Card (WSSC) but has no further news on possible funding sources. PD offered to go to the Council Officers to speak with him regarding the funding issues for this project.	PD
496	Gatwick Consultation 496.1 RL will attend the meeting on the 7 th January 2015 at MSDC regarding Gatwick. 496.2 The Clerk had received a letter from Gatwick Airport asking if the Council wish to be involved in any meetings relating to future developments. The Clerk was asked to write to confirm the Council's interest.	RL Clerk
497	Royal British Legion 497.1 The Clerk advised that David Arnold from the Royal Legion Head Office was on leave until the 19 th January and had left a message for him to confirm the meeting scheduled for the 21 st January 2015.	Clerk

498	<p>Consultations</p> <p>498.1 The Council made no comments on the MSDC Local Plan Consultation.</p> <p>498.2 The Clerk reported that the Ardingly Traffic Management scheme is noted on the Integrated Works Programme, although no costings had been allocated. The Clerk was asked to write to Claire Tester to confirm the Council's commitment to move forward with the project for delivery in 2016/17.</p>	Clerk
499	<p>Infrastructure Development Plan & Strategic Flood Risk Assessment</p> <p>499.1 The Clerk had emailed the document to all Councillors. The Chair read through the Infrastructure Development Plan and amendments were AGREED to several areas. The Clerk will send in the revised document to MSDC. The Strategic Flood Risk Assessment had already been dealt with.</p>	Clerk
500	<p>Calender of Meetings 2015</p> <p>The Clerk will produce a calendar of meetings and circulate to Councillors.</p>	Clerk
501	<p>Correspondence</p> <p>No correspondence to note.</p>	
502	<p>Matters arising or for future inclusion on agenda</p> <p>JA noted that it would be nice to plant some bulbs at the northern end of the village and he had some volunteers that would be happy to help with this. The item will be added to the next agenda.</p> <p>It was noted a white van is being parked regularly near to the car park exit, causing reduced visibility.</p> <p>PD reported she will attend the next Police Panel Meeting on behalf of the Council.</p>	
503	<p>Future Meeting Dates</p> <p>Planning Committee Meeting –3rd February at 7.00 pm</p> <p>Parish Council Meeting –3rd February 2015 at 7.30 pm</p>	

MEETING CLOSED AT 9.33 PM