



ARDINGLY PARISH COUNCIL

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

Minutes of the Ardingly Parish Council Meeting held on Tuesday, 3rd March 2015 at 7.30pm in the Reading Room at Hapstead Hall

Present:

Mr. W. Meldrum (Chair) part of meeting	Mrs. P. Dennis
Mr. M. Brixey (Vice Chair)	Mrs. R. Chalk
Mr. K. Monk	Mr. D. Stutchbury
Mrs. F. Rocks	Mr. J. Aloof
Mr. G. Ruse	Mr. P. Burr
	Mr. R. Lawson

In Attendance:

Mrs. R. Jarvis (RFO)
 Mrs. S Mamoany (Clerk)

527.	<p>Procedural Matters</p> <p>527.1 FR advised the Council that WM had been delayed and MB opened the meeting as Chairman. There were no further apologies.</p> <p>527.2 GR declared an interest in item 542 as he is a member of the Ardingly British Legion.</p> <p>527.3 It was noted that item 507.1 should read 4th February, not 4th March.</p> <p>The minutes of the meeting dated 3rd February 2015 were amended as above and AGREED and signed as a true and accurate record by the Chair.</p>	
528.	<p>Matters arising from the previous minutes and not covered elsewhere on the agenda</p> <p>There were no matters arising.</p>	
529.	<p>Finance</p> <p>529.1 The RFO circulated the schedule of payments for January/February and these were AGREED by the Council. It was noted that part payment of the Proline invoice for tennis court maintenance would be drawn from the named reserves. The notice boards would be paid from the Referendum budget from MSDC.</p> <p>529.2 The RFO had not prepared the expenses procedure and agreed to circulate this when completed.</p> <p>529.3 The RFO noted that some changes had been implemented to the annual return and corporate governance procedures and a copy of this has been passed to the Clerk. The RFO confirmed that most of these requirements are already covered by current procedures.</p> <p>529.4 It was AGREED that RL/DS/MB would be added as signatories to the current account.</p> <p>529.5 The Clerk reported that she had not received the relevant information from WSCC relating to pension advice.</p>	RFO

	529.6 A donation of £350 was unanimously AGREED of £350 to the Church for the upkeep of the Churchyard.	
530.	<p>Traffic Committee</p> <p>530.1 A meeting was held with WSCC with FR/PB/RC/KM present and the Clerk together with Councillor Acraman, Keith Budd (WSCC), Steve Atkinson (WSCC) and Helen Card (WSCC). FR reported that at the meeting the representatives from the Council were asked to make suggestions on the notes that had been prepared by WSCC and some members did not feel comfortable about this. It was agreed at the meeting that the Project Manager, Keith Budd would look at the options suggested and come back with some alternative ideas that were all workable with Highways. It was noted that since the meeting held in April 2014 the project had moved no further forward.</p> <p>It was agreed that a Traffic Committee Meeting would be arranged and Terms of Reference would be reviewed.</p> <p>A further meeting with WSCC has been arranged for the 22nd April 2015 at 11 am. Representatives from the Council would be agreed at the Traffic Committee Meeting.</p> <p>530.2 PCSO Erica Baxter has been in contact and the Clerk is trying to set up a meeting with Erica, volunteers and the Parish Council.</p> <p>530.3 The Clerk confirmed that the grant application forms have been submitted to Operation Watershed for Brickyard Cottages and the Causeway (Westhill/Balcombe Road).</p>	Clerk
531.	<p>Neighbourhood Plan</p> <p>531.1 The Chairman thanked MB for putting up the notice boards and FR for arranging the printing and the Village Voice distributors for sending out the leaflets promoting the Referendum.</p> <p>531.2 The Referendum is to be held on the 5th March. The Chair/MB/FR/GR/Sarah Chapman/Sara Fromader will attend the count/declaration. The Chair advised that he will email and update the website when the results are declared.</p> <p>531.3 The Clerk has submitted the final monitoring report with an under spend of £280. The Council received 90% of the total grand a final payment of £133 will be due and the total grant used will be £3,850.</p>	
532.	<p>Planning Committee</p> <p>532.1 The minutes of the Planning Committee held on the 3rd February 2015 were circulated and noted.</p>	
533.	<p>Recreation Ground and Open Spaces Committee</p> <p>It was noted the next meeting will be held on the 10th March 2015.</p>	
534.	<p>Emergency Planning Committee</p> <p>RC noted that the Emergency Plan is still work in progress and a meeting will be held on the 21st April at 7.30 pm to finalise the details of the document.</p> <p>The next EPLG meeting will be held on the 26th March at 11 am at MSDC Offices.</p>	RC
535.	<p>Youth Management Committee</p> <p>535.1 The Clerk reported the final monitoring report had been completed with an under spend of £110.75. We were advised that this outstanding balance could be used for a future project, so this needs to be set aside in the Youth budget for the next financial year.</p> <p>FR noted that she felt an event at the Summer Fayre for young people would be appropriate use of funds, perhaps a mobile skate park or a tennis event using the courts.</p> <p>It was noted the Tennis Club had been advised the Youth Club will not require the use of the tennis courts this year.</p>	RFO
536.	<p>Training, events and attendance at outside meetings</p> <p>536.1 KM and the Clerk had attended the Cluster Meeting on behalf of the Council. The Clerk was attending the SSALC Networking Day on the 4th March.</p> <p>536.2 The notes from Claire Tester had been circulated. RL/FR attended the District Plan Workshop held on the 27 February. The housing figure has been increased to over 11,000.</p>	

537.	<p>Highways Cluster Group</p> <p>537.1 The Clerk reported that she is meeting with Steve Trice (HHTCIC) and both Clerk from Lindfield and Lindfield Rural on the 26th March.</p> <p>537.2 FR reported that the following a lot of phone calls and conversations with WSCC Highways, the pipe had been repaired on Balcombe Road/Westhill and the final resurfacing work is due to take place in late April. A vote of thanks was given to FR for the work she has done on this.</p>	
538.	<p>Allotments</p> <p>538.1 A meeting was arranged by the Parish Council on the 23rd February and all those who had expressed an interest in an allotment plot were invited. WM reported that about 40 people were present, representing the Parish Council were WM/MB/KM. A meeting has been arranged so that the Allotment Association can be formed and move forward. The draft lease for the Allotment holders was circulated to them in order that they could make comments on this.</p> <p>538.2 The Clerk and WM are working on completing the grant application form to MSDC for the Community & Economic Development Fund.</p> <p>The Allotment Society is submitting a grant application to WSCC Community Initiative Fund.</p> <p>The Planning application has been submitted to MSDC.</p> <p>538.3 The Chair is liaising with Ardingly College with regard to the Lease and this will soon be ready to be signed.</p> <p>538.4 The draft lease to the Allotment Association has been prepared and will be issued to individual plot owners.</p>	Chair
539.	<p>Cinema</p> <p>539.1 The next cinema event will be held on the 26th March – ‘Mr Turner’. One more evening will be arranged for April/May and then a break until September. The Hall Committee are looking at licences that are required and RL has agreed to assist with the blinds.</p>	
540.	<p>Fingerposts</p> <p>540.1 The Clerk had received a quotation for repairs to the fingerpost located on the B2026 Burstow hill for the sum of £754.40. It appears from records that the Parish Council do not own the post, but have agreed to take on the maintenance. It was agreed the Clerk would approach WSCC to see if a claim can be made on their insurance as the post was damaged by a vehicle.</p>	Clerk
541.	<p>Community Transport/Bus Service</p> <p>541.1 The Clerk confirmed that Councillor Acraman has advised that no funding is available for the community bus idea that was being investigated.</p> <p>541.2 The Clerk had been contacted via a resident by Southdown PSV Ltd as they are looking a putting on a ‘shopping bus’ service in Ardingly to start once a week, leaving around 9.30 am. They have asked for support from the Parish Council in researching if this is viable. It was discussed that some days might not be suitable; however we could support them by advertising the service in the Village Voice.</p>	
542.	<p>Royal British Legion</p> <p>542.1 The Chair and DS had attended a meeting on the 25th February with Clive (Chairman of Ardingly Legion) and David Arnold from Royal British Legion Head Office. It was agreed that David Arnold would arrange for a structural survey to be carried out within 6 weeks. It was suggested a Committee is formed to look at the way forward and options available once the survey has been carried out.</p>	
543.	<p>Consultations</p> <p>No consultations for comment</p>	
544.	<p>Community Assets of Value</p> <p>544.1 The Clerk confirmed that the registering of Community Assets still needs to be completed even if they are listed on the Ardingly Neighbourhood Plan. The Chair will provide a template and then members will complete the forms for each individual asset.</p>	Chair
545.	<p>Mid Sussex Older People’s Council</p> <p>545.1 The Clerk advised that Anita from MSOPC is keen to hold an event in the village with the support of the Parish Council. The Clerk enquired if any members were able to assist and FR offered to meet with Anita to give her the contacts required to set this up. RL offered to assist if required.</p>	FR
546.	<p>Correspondence</p> <p>The Clerk reported that she had received a Freedom of Interest request regarding a contractor and</p>	

	<p>is responding in the required timescale.</p> <p>A request from St Catherine's Hospice for a donation was received, it was agreed that the Council will not make a donation on this occasion.</p>	Clerk
547.	<p>Matters arising or for future inclusion on agenda</p> <p>It was noted that it would be helpful if Councillors had spare keys to the Hall. The Clerk advised that it was possible a key box was being fitted to the Hall and GR noted it would be worth checking this is acceptable for insurance purposes.</p> <p>PD requested she was kept informed of any progress on the additional bus service.</p>	
548.	<p>Future Meeting Dates</p> <p>Planning Committee Meeting – 7th April 2015 at 7pm</p> <p>Parish Council Meeting – 7th April 2015 at 7.30 pm</p>	

MEETING CLOSED AT 8.55 PM