



ARDINGLY PARISH COUNCIL

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

Minutes of the Ardingly Parish Annual Council Meeting held on Tuesday, 19th May 2015 at 7.30pm in the Reading Room at Hapstead Hall

Present:

Mr. W. Meldrum	Mrs. P. Dennis
Mr. M. Brixey	Mrs. R. Chalk
Mr. K. Monk	Mr. D. Stutchbury
Mrs. R. Lawson	Mr. J. Aloof
Mrs. F. Rocks	

In Attendance:

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

1 member of the public

Prior to the start of the meeting all nine Councillors signed their Declaration of Acceptance of Office and these were witnessed by the Clerk.

572.	Procedural Matters 572.1 MB proposed Will Meldrum as Chairman, seconded by RC and this was unanimously AGREED 572.2 The Chairman signed the Declaration of Acceptance of Office, witnessed by the Clerk. 572.3 WM proposed Mick Brixey as Vice Chair, seconded by PD and this was unanimously AGREED. 572.4 The Vice Chair signed the Declaration of Acceptance of Office, witnessed by the Clerk. 572.5 No apologies were noted 572.6 The Chair recorded that no applications had been received by the Clerk for the two vacancies. It was noted that Brian Strutton had delivered an application to the Post Office. The Chair confirmed that the co-option will take place at the next meeting to be held on the 9 th June. 572.7 No Declarations of Interest were made. The Chair noted that members should update their forms if any changes have occurred in their circumstances. 572.8 The minutes of the meeting dated 7 th April 2015 were AGREED and signed as a true and accurate record by the Chair. 572.9 The Chair noted that the minutes of the Annual Parish Meeting held on the 28 th April 2015 were circulated. They will be brought to the next Annual Parish Meeting for signature. 572.10 Meeting dates were AGREED as follows 2015: 9 th June, 7 th July, no meeting in August, 8 th	
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	September, 6 th October, 3 rd November, 1 st December 2016: 5 th January, 2 nd February, 1 st March, 5 th April and 3 rd May.	
573.	<p>Matters arising from the previous minutes and not covered elsewhere on the agenda</p> <p>RC left the meeting.</p> <p>Fingerpost – The fingerpost has now been nearly completely destroyed in a road traffic incident. HHTCIC are picking up the remains of the post as it is a hazard and the Clerk is in communication with the Police to see if a possible insurance claim can be made.</p> <p>Community Bus/Transport - Southdowns Bus Company are no longer in a position to put on an additional service due to another bus company registering the route making it a non viable proposition for them at the current time.</p> <p>PD raised concerns that nothing was moving forward with finding further bus services and agreed to look into the situation further with regard to a suitable day and will liaise with the Clerk when she has the information.</p> <p>British Legion – David Arnold has advised that further quotes are required for the building survey which he is arranging.</p>	Clerk
574.	<p>Committee Membership and Representatives on Outside Bodies</p> <p>574.1 The following Committees were reviewed and unanimously AGREED. Recreation Ground & Open Spaces Committee – DS (Chair) RC (Vice Chair), MB, KM, RL and representatives from Football, Cricket and Tennis Clubs) Planning Committee – MB (Chair) KM (Vice Chair), FR, PD, JA, DS, RL Finance Committee – WM (Chair) RC (Vice Chair) KM, DS Emergency Planning Committee – JA (Chair) RC (Vice Chair), FR, PD, RL Traffic and Environment Committee – FR(Chair) JA (Vice Chair), WM, RC, DS and residents Sarah Chapman, Roger Harris and Paul Burr Youth Management Committee – RC (Chair) WM (Vice Chair), MB, DS, FR and Mr Lewis, Mrs Crutchley, Mr Lambert and Sarah Chapman. Allotment Working Party – WM/MB/KM Legion Working Party – WM/MB/RL/DS The Neighbourhood Plan Committee was disbanded as the Neighbourhood Plan is now completed.</p> <p>The Chairman noted that it is important for all Committee Members to attend meetings and read all the relevant documents that are sent to them by the Clerk.</p> <p>574.2 All the Committee Terms of Reference were reviewed with a few minor amendments which were unanimously AGREED and adopted.</p> <p>574.3 Representatives on Outside Bodies were reviewed and unanimously AGREED as follows: SEAS – KM MSALC – WM/PD/RC SSALC – DS/KM Police Forum – PD WS CLC – All Councillors Mid Sussex Rural Links (AiRS) – All Councillors North Mid Sussex Cluster Meetings – All Councillors and Clerk Hanson Liaison Group – All Councillors Public Rights of Way – JA St Peters School – All Councillors Gatwick Liaison Group – All Councillors</p> <p>574.4 The current Code of Conduct was circulated and the document was AGREED and adopted unanimously. 574.5 The current Standing Orders were circulated and the document was AGREED and adopted unanimously.</p>	

<p>575.</p>	<p>Finance</p> <p>575.1 The end of year accounts for 2014/15 were circulated by the RFO. The accounts were reviewed by the Finance Committee on the 6th May. The Council unanimously AGREED and adopted the accounts.</p> <p>The RFO noted that the auditor advised land is shown at zero when shown on the Balance Sheet. It was noted that Hapstead Hall is not a fixed asset of the Parish Council as it is not owned by the Council, it was given to the Community and set up as a registered Charity. The RFO will check the situation with the auditor and also ask about the value of the tennis courts as an asset.</p> <p>575.2 The RFO read out the accounting statement in the annual return for the year ended 31st March 2015. The Council unanimously AGREED the document and it was signed by the Chair and Clerk.</p> <p>575.3 The RFO read out the annual governance statement 2014/15 which was unanimously AGREED by the Council.</p> <p>575.4 The insurance cover was reviewed in respect of all insured risks at the Finance Meeting held on the 6th May. This was circulated and unanimously AGREED by Council.</p> <p>575.5 The schedule of payments/receipts for April was circulated and unanimously AGREED by the Council. It was noted that £97 for the planning fees was not within budget.</p> <p>575.6 The Financial Regulations were reviewed at the Finance Meeting in May and were circulated with minor amendments to Councillors. The document was unanimously AGREED and adopted.</p>	<p>RFO</p>
<p>576.</p>	<p>Environment and Traffic Plan</p> <p>576.1 FR reported on the meeting held with WSCC on the 22nd April. The main areas for the Council to work on are the village gateways, change of surfaces, speed limits, educating drivers and making bus stops safer. The Section 106 money for the Standgrove Site can be used to assist with the funding of the project but money is not available for all the scheme, which will need to be broken up into stages.</p> <p>The Clerk will arrange a meeting with Richard Speller (WSCC) who has recently been appointed our area Highways Officer.</p> <p>576.2 MB and FR attended the Community Speedwatch meeting which was disappointing with attendance numbers. The PCSO advised that she cannot do anymore with the project until we have more volunteers. The Clerk will produce an article for the Village Voice.</p> <p>576.3 A cheque has been received from Operation Watershed for the works at Brickyard Cottages. The Clerk is communicating with the contractor to schedule in the works.</p> <p>576.4 HGV movements in Ardingly were mentioned at the Annual Parish Meeting by a resident as Lindfield Parish are trying to stop them from coming through their High Street.</p> <p>WM/FR and the Clerk will look at the procedure to see if Ardingly can apply to have HGV's banned within Ardingly High Street. It was also agreed that an objection should be written to Lindfield PC as the ban in Lindfield will affect Ardingly and increase HGV activity.</p> <p>It was noted that the Council had not met with Hansons recently with regard to monitoring vehicle movements and the Clerk was asked to request a meeting. DS/JA will attend on behalf of the Council.</p>	<p>Clerk</p> <p>Clerk</p> <p>WM/FR/Clerk</p> <p>Clerk</p>
<p>577.</p>	<p>Planning Committee</p> <p>577.1 The minutes of the Planning Committee held on the 7th April 2015 have not yet been circulated.</p> <p>577.2 DM/15/1511 – Standgrove Field, College Road, Ardingly – Application for residential development comprising of 36 no residential dwellings, including access roads, associated infrastructure, landscaping and associated parking and garaging. Following a site visit to the Standgrove Field on the 2nd May it was noted that the Planning Committee felt that the scheme was well designed and the Council recommend the application for approval. This was unanimously AGREED by the Council.</p> <p>It was noted that conversations had been held with WSCC about the possibility of putting in a roundabout at the site access to assist with traffic calming, but this is not viable. Section 106</p>	

	monies will contribute to any traffic calming, although Millwood Designer Homes noted that this agreement was already in place and access details were on the current planning application but they would be happy to work with WSCC if requested.	
578.	Recreation Ground and Open Spaces Committee 578.1 No further complaints/comments had been received relating to the issue of dog fouling/bins however the situation would be monitored.	
579.	Emergency Planning Committee Nothing to report	
580.	Youth Management Committee FR advised that she is trying to locate a mobile skate park for the summer Fete.	
581.	Training, events and attendance at outside meetings 581.1 DC/FR will attend the County Local Committee Meeting to be held on Tuesday, 23 rd June at 7.00pm in Lindfield. 581.2 FR reported that the MSOPC event held on the 14 th May generated a good response, it was well planned being held on the same day as the Country Market and around 30 people attended. MSOPC are looking at rural transport problems. A further event is planned probably in September focusing on technology and may involve students from Ardingly College. PD reported that she attended the lunch at the County Council on behalf of the Council. PD advised that further events are planned and WSCC are focusing on older people, lifestyle and care which were all important areas.	
582.	Allotments 582.1 The Chair reported that work has commenced on the site following the discharge of a planning condition relating to surface water drainage. The hardstanding area shape has changed slightly to accommodate the work required to support the drainage into the ditch which has been reinstated. WM assisted with the work to trees which was required before the ditch could be cleared. The water supply from an old supply can probably be used so this will save costs and the Clerk is awaiting some costings on installing a sub meter and the required pipework. There would be an arrangement with Ardingly College put in place to pay them for the water used as the supply connects to the College. Fencing work should commence next week depending on weather conditions. 582.2 The Chair advised that the hard standing costs have come in at less than the original costings. An additional £97 had to be paid in planning application fees. The sign will need to be purchased for the site. 583.3 It was AGREED that the cost charged to allotment holders would be 20p per square meter. This would mean plots would range from £8 - £16 depending on the size. Water charges would be charged extra depending on amount used. The Chair suggested that the income should be put into reserves should the site ever need to be returned to Ardingly College as the hardstanding would need to be removed and the site put back to how it was handed over to the Council. It was AGREED that as the plot holders would not get much of a first growing season, rent would be charged from the 1 st October 2015, giving them several months free rent. It was AGREED that invoices would be sent out on an annual basis.	
583.	Highways Cluster Group 583.1 Nothing to report.	
584.	Summer Fair This years Summer Fair will be held on Sunday, 6 th September 2015.	
585.	Ardingly Infrastructure Schedule 585.1 The Clerk circulated the Ardingly Infrastructure Schedule with marked up amendments. These were unanimously AGREED and it was also agreed to increase the hall roof repairs to £100,000 and mention faster broadband connection to all properties within the Parish. The Clerk will forward the amended document to MSDC.	Clerk

586.	<p>Cinema FR reported that another successful evening was held on the 14th May. RL put up some temporary blinds for the evening and FR thanked all the helpers and advised that two more people had come forward to assist with the cinema at future events when it returns in the autumn months due to a very successful first season.</p>	
587.	<p>Consultations No consultations were noted.</p>	
588.	<p>Correspondence An email was received from DMH Stallard regarding possible development at Erthingleigh, College Road. The Clerk was asked to write back to advise that the Council will look at the application when it has been formally submitted to MSDC.</p> <p>An email was received from a resident, raising concerns that trees were being removed in the Recreation Ground/Holmans. The Clerk responded to advise them the reasons and provided them with the tree report for their information.</p>	Clerk
589.	<p>Matters arising or for future inclusion on agenda Parking in Street Lane was discussed. Concerns were raised that parked cars were causing a danger, although it was agreed that no road markings were present to stop parking and therefore nothing could be done. Parked cars do slow the traffic down, however it also does reduce visibility.</p> <p>It was noted that lots of posters were being displayed in the village, but it was agreed that the Council should support local events and businesses.</p> <p>PD advised that the film company had been in contact with her following the filming of the Planning Committee Meeting in April and she confirmed that any further interviews would not be connected with the Parish Council.</p> <p>FR advised that a resident had collected 165 signatures for the Sunday Freighter Service to be reintroduced into the village. The Clerk will look into the costs and availability and the matter will be discussed at the next meeting.</p> <p>Items requested for next months agenda: Public Toilets and Parish Council Profile.</p>	
590.	<p>Future Meeting Dates Planning Committee Meeting – 9th June 2015 at 7 pm Parish Council Meeting – 9th June 2015 at 7.30 pm Planning Committee Meeting – 7th July 2015 at 7 pm Parish Council Meeting – 7th July 2015 at 7.30 pm</p>	

MEETING CLOSED AT 9.35 PM