



## ARDINGLY PARISH COUNCIL

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### **Minutes of the Ardingly Parish Council Meeting held on Tuesday, 5<sup>th</sup> January 2016 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly**

**Present:**

Mr. M. Brixey (Chairman)	Mr. R. Lawson
Mr. K. Monk	Mr. B. Strutton
Mr. S. Noel	Mrs. R. Chalk
Mrs. F. Rocks	

**In Attendance:**

Mrs. S Mamoany (Clerk)  
Four members of the public

**Comments from the public:**

Simon Newton spoke regarding his email sent to Councillors regarding his interest in the Oak Pub; he was considering purchasing the property to use as residential with bed and breakfast accommodation. He noted that the historic interest of the building was important and that he wished to run the business and be part of the village community. The Council advised that he should contact English Heritage and Councillor Gary Marsh to discuss these ideas further and obtain advice regarding planning restrictions.

Patrick Marano spoke regarding his interest in the Oak Pub and the Council advised that the Ardingly Neighbourhood Plan does not support residential development on the site and a copy of Policy ARD15 that relates to this was passed to Patrick for his information. The Council advised that the Ardingly NP would be used by MSDC when any planning application is put forward.

Sophie Koziarski spoke regarding the Oak Pub and enquired if the Parish Council had any influence on who the vendors sell the property too. The Council advised that they had no involvement in this or with the vendors.

The Council confirmed that they are currently in the process of registering the Oak Pub as a Community Asset with MSDC and explained the Ardingly Neighbourhood Plan in further detail.

All members of the public spoke regarding the traffic issues within the village. It was noted that that St Peters Pre-School have been working with WSCC with regard to additional signage as the traffic from Balcombe is very fast. Comments were made regarding the speed of traffic on College Road in particular and safety of pedestrians along this road; narrowing of roads and chicanes were not popular types of traffic calming; the importance of focusing not just on speed but driving itself and focusing on potential hazards. It was noted the Traffic Committee is made up of residents, local businesses as well as members of the Parish Council.

Mick Brixey congratulated Ken Monk on being awarded the BEM (British Empire Medal) in the 2016 New Year Honors for his services to the community.

727.	<p><b>Procedural Matters</b></p> <p>727.1 Apologies were received from Derek Stutchbury, Jonathan Aloof, Pam Dennis, Will Meldrum and Rachel Jarvis (RFO). In the absence of the Will Meldrum, the Vice Chairman Mick Brixey held the position of Chairman at the meeting.</p> <p>727.2 No declarations of interest were made.</p> <p>727.3 The minutes of the meeting dated 1<sup>st</sup> December 2015 were AGREED and signed as a true and accurate record by the Chair.</p>	
728.	<p><b>Matters arising from the previous minutes and not covered elsewhere on the agenda</b></p> <p>KM was thanked for purchasing and distributing the Village Voice gifts for the distributors and editor as agreed.</p>	
729.	<p><b>Finance</b></p> <p>729.1 The schedule of receipts/payments was circulated for December and these were AGREED and signed by the Chair.</p> <p>729.2 Mrs Overy had kindly supplied the electricity for the small Christmas tree this year and it was AGREED that the Clerk would arrange some flowers as a thank you gift on behalf of the Parish Council.</p> <p>KM noted that the RFO had been absent from the past two meetings and it was important that she was present at all meetings should anyone have any financial questions. It was AGREED the Chairman would write to the RFO regarding this matter.</p>	<p>Clerk</p> <p>Chairman</p>
730.	<p><b>Environment and Traffic Committee</b></p> <p>730.1 Traffic Calming Project – FR reported she had attended a meeting with Richard Speller (WSCC) and the Clerk on the 3<sup>rd</sup> December which she felt had been productive. Notes were circulated that Richard Speller had prepared following the meeting showing the suggested gateway locations in Selsfield Road, College Road, Lindfield Road and possibly Street Lane depending on space available. Speed tables were also mentioned as a possibility to assist with traffic calming. The Traffic Action Plan was also circulated to all members.</p> <p>It was noted that Richard Speller had noted discussions on shutting off the slipway between Street Lane and the High Street using removable bollards. This had been discussed at previous Traffic meetings and the idea was to make the village centre more obvious and create pedestrian space.</p> <p>KM noted that he was concerned about the removal of white lines. FR advised research has been carried out that this does slow traffic speed.</p> <p>The use of speed tables and buffer zones were also being looked at by the Traffic Committee.</p> <p>730.2 The SID (Speed Indicator Device) will be available to the Parish Council from the 11<sup>th</sup> January. FR requested if members had any particular sites they wanted the unit to be placed. Suggestions were College Road, Lindfield Road, Selsfield Road and possibly Street Lane near to the pre-school. The unit needs to be mounted to a post and we will have the equipment for 2-3 weeks. The data will assist with looking at speeds in relation to locations for possible pedestrian crossings, speed buffer zones.</p> <p>FR advised that a further meeting has been arranged for the 11<sup>th</sup> January with Richard Speller to carry out a street signage survey to remove street signs that are no longer required. The SID equipment will also be delivered on the 11<sup>th</sup> and Richard will advise on suitable locations and use of the equipment.</p> <p>It was AGREED that FR should proceed and continue with the details on the Traffic Action Plan reporting back to Parish Council following the next Traffic Meeting due to be held on the 26<sup>th</sup> January.</p> <p>730.3 Community Speedwatch – no further updates on this project from the PSCO.</p>	<p>FR/Clerk</p> <p>FR/Clerk</p>

	730.4 Operation Watershed. The works at College Road had not yet been completed. It was noted that the flooding situation seems to have improved on the causeway, although a lot of debris is on the road due to the heavy rain. The Clerk was asked to contact Highways to advise them of this.	Clerk
<b>731.</b>	<b>Planning Committee</b> 731.1 The minutes of the meeting held on the 1 <sup>st</sup> December 2015 were circulated and noted. 731.2 DM/15/4856 – Units 2-4 College Road, Ardingly – residential development of 5 two storey dwellings. MB reported that the Planning Committee had discussed this application and recommend that the Parish Council approve the application. The Planning Committee understood that the neighbours were fairly happy with the revised plans and the amount of units has been reduced by 3 from the original application. It was AGREED (6 for and one member abstained from voting) to recommend approval.	
<b>732.</b>	<b>Recreation Ground and Open Spaces Committee</b> 732.1 The minutes of the meeting held on the 16 <sup>th</sup> December were circulated and noted.  732.2 The Recreation Ground Committee agreed to use M L Surveyors to carry out a feasibility study at the cost of £2,000 plus VAT. The Committee requested money from the Pavilion Refurbishment Reserves to pay for this work, this was unanimously AGREED.  732.3 The Recreation Ground Committee agreed to refurbish the zip wire; the costs being in the region of £4,300. It was unanimously AGREED that funding options would be considered but if no further funding could be found within a month then the money would be used from reserves to pay for the works to be carried out by a playground company.	Clerk  Clerk
<b>733.</b>	<b>Emergency Planning Committee</b> 733.1 JA was not present at the meeting to report on the Emergency Plan progress.	
<b>734.</b>	<b>Youth Management Committee</b> It was AGREED a Youth Committee Meeting should be held in February to discuss Youth Events for 2016 and involvement with the Fun Run that Phil Payne was interested in running alongside the Village Fayre.	Clerk
<b>735.</b>	<b>Training, events and attendance at outside meetings</b> 735.1 Training courses for Councillors 2016 – The Clerk will arrange for BS and RL to attend the Councillors Training Course to be held in March. SN will confirm to the Clerk if he is available to attend. 735.2 CiLCA Training for Clerk. The Clerk had circulated costs and information regarding the CiLCA training programme, to include the resources estimated at £186.29, fees, training and support package from SSALC at £570.00. It was noted the Clerk would need to attend two training sessions and additional hours might be required to complete the Certificate. It was unanimously AGREED that the Clerk should subscribe to the training programme and felt it would be beneficial to the Council as a CiLCA-qualified Clerk helps the Council gain the general power of competence and a Quality or Quality Gold Award. 735.3 EPLG Meeting – 3 <sup>rd</sup> December – JA attended on behalf of the Council, but was not at the meeting to make a report.	Clerk  Clerk
<b>736.</b>	<b>Allotments</b> 736.1 A meeting will be held on the 19 <sup>th</sup> January with the Parish Council (WM/MB/KM/SN) and four members of the Allotment Association.	
<b>737.</b>	<b>Highways Cluster Group</b> 737.1 The Clerk advised that the bench preserve has been invoiced at £125.00.	
<b>738.</b>	<b>Cinema</b> 738.1 FR reported that numbers were slightly down at the December film night, free mince pies and mulled wine were served. Suffragette will be showing on the 14 <sup>th</sup> January and any offers of help would be appreciated. The film nights will run till March/April then a break during the summer months. Any surplus profit will be donated to Hapstead Hall.	
<b>739.</b>	<b>Christmas Fayre</b> 739.1 KM reported that the Christmas Fayre had been a great success with a profit of between £400-£500. He thanked all those who helped to set up for the event. The money raised from the collection at the Carols round the tree will be donated to Hapstead Hall. It was noted that WM had paid for bulbs and would need to be reimbursed for these.	

	<p>It was AGREED that next year the Parish Council would pay for the mince pies</p> <p>739.2 Christmas Lighting 2016 – Residents had commented about the lack of lighting on the Oak tree and suggestions had been made by the Post Office that it would be lovely to have lighting in the High Street. It was AGREED that RC/SN would do some research into the possibilities and costs of replacing the Oak lights and additional lighting for 2016. An article could be written for the Village Voice to ask residents views on what they would like to see. It was noted that a decision would need to be made within the next 6 months so that it would be ready for December.</p> <p>It was AGREED that the Parish Council should fund the lighting costs, not Hapstead Hall.</p>	RC/SN
<b>740.</b>	<p><b>Community Asset Register</b></p> <p>740.1 WM is in the process of completing the application form to register the Oak Pub as a Community Asset and is awaiting some further information.</p>	WM
<b>741.</b>	<p><b>Ardingly Infrastructure Schedule</b></p> <p>741.1 Following the last meeting the amendments were made to the IDP document and a letter sent to Claire Tester at MSDC regarding these amendments and the S106 contributions relating to the Standgrove Site.</p> <p>MSDC had come back to the Clerk regarding the amendments made to the IDP document advising that the items should be listed in more detail due to the restrictions in pooling S106 monies. As no formal response had been received regarding the letter it was AGREED that the Clerk would arrange a meeting with MSDC to discuss both these matters so the Council had a full understanding of the situation.</p>	Clerk
<b>742.</b>	<p><b>Fly the Flag Event – 14<sup>th</sup> March 2016</b></p> <p>742.1 The cost of the Commonwealth Flag for this event was AGREED at £38. BS offered to help arrange the event and organise the flagpole. RC will speak to the St Peters School and KM will speak to Ardingly College to involve as many of the community as possible.</p> <p>When the flag is raised at 10am a short speech has to be read out and the Council will need to nominate someone to do this. The item will be on the next agenda for further discussion.</p>	BS/RC/KM
<b>743.</b>	<p><b>Hapstead Hall</b></p> <p>743.1 KM noted that Hapstead Hall will be looking at some repairs to the roof in the future, which could be expensive and asked if the Parish Council could pay for the works so that the VAT could be reclaimed. The Clerk will clarify with the RFO if this is possible.</p>	Clerk/RFO
<b>744.</b>	<p><b>2016 Parish Council Calendar</b></p> <p>The Clerk had circulated the Calendar and asked for members to comment on any dates. No comments had been received.</p>	
<b>745.</b>	<p><b>Consultations</b></p> <p>Local Government Boundary Commission – Electoral Review of West Sussex – 8<sup>th</sup> February – no comments made.</p>	
<b>746.</b>	<p><b>Correspondence</b></p> <p>The Clerk had received a phone call from a resident reporting the condition of the surface of the footpath that runs behind Holmans and the leylandi trees. The resident had tripped over but fortunately had not injured himself. The Clerk confirmed that this path, although not a formal right of way footpath is the responsibility of the Parish Council as they are the landowners. The Clerk will speak to Barcombe Landscapes about giving the area a good sweep up and then review the situation as the surface might need to be replaced.</p> <p>An email was received from Simon Newton regarding the Oak Pub and circulated to all members.</p> <p>Thank you letters were received from Mr. &amp; Mrs. Hodgson and Mrs. McNulty regarding Village Voice thank you gifts.</p> <p>An email was received from Mr. Connellan who is a resident in Lindfield Road regarding traffic which the Clerk has responded too and circulated to all members. The Clerk also forwarded the letter to Highways.</p> <p>An email was received from a resident regarding bus services to Crawley and if the bus companies are planning any extra routes for 2016. The Clerk will email the bus companies to see if they have</p>	Clerk

	<p>any plans for this year.</p> <p>An email was received from a resident regarding how to apply for the affordable housing on the Standgrove Site. The Clerk is in communication with MSDC to find out the procedure and will respond to the resident when she has a reply. It was AGREED the procedure should be put on the website for information for residents.</p> <p>A letter was received from Mrs. Walker regarding the car park and how it is not monitored and cars are parked in the car park permentaly which therefore does not allow other uses to use the facility causing more parking in Street Lane. This is also causing issues for cars getting in and out of Oaklands. It was noted that not much could be done to assist with this issue, the Clerk will speak to MSDC about improving the signage and the possibility of changing the exit/entrance signage around. It was also noted the hedges need cutting back by the Legion building.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<b>747.</b>	<p><b>Matters arising or for future inclusion on agenda</b></p> <p>It was noted a car was abandoned in the Oak car park and MSDC were aware of this.</p> <p>RL will check the pavilion outside lights and report back to the Clerk.</p>	<p>RL</p>
<b>748.</b>	<p><b>Future meeting dates</b></p> <p>Planning Committee Meeting – 2<sup>nd</sup> February 2016 at 7.00 pm</p> <p>Parish Council Meeting – 2<sup>nd</sup> February 2016 at 7.30 pm</p> <p>Traffic Committee Meeting – 26<sup>th</sup> January 2016 at 7.30 pm</p>	

**MEETING CLOSED AT 9.20 PM**