



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, 2nd February 2016 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

Present:

Mr. W. Meldrum (Chairman)	Mr. R. Lawson
Mr. M. Brixey	Mr. B. Strutton
Mr. K. Monk	Mrs. R. Chalk
Mr. S. Noel	Mr. D. Stutchbury
Mrs. F. Rocks	Mrs. P. Dennis
Mr. J. Aloof	

In Attendance:

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

Comments from the public:

No members of the public were present at the meeting.

The Chair advised that Brian Ball had recently passed away. He was a strong supporter of the Horticultural Society and the Clerk was asked to write to the family.

749.	Procedural Matters 749.1 No apologies were received. 749.2 No declarations of interest were made. 749.3 The minutes of the meeting dated 5 th January 2016 were AGREED and signed as a true and accurate record by the Chair.	
750.	Matters arising from the previous minutes and not covered elsewhere on the agenda DM asked why the Oak had been registered as a Community Asset and the Chair advised this would be discussed in item 762.1 however, it had been agreed at previous meetings. The Clerk was asked to confirm the meaning of registering a Community Asset. The Ardingly Neighbourhood Plan notes that the Council will register assets as listed.	Clerk
751.	Finance 751.1 The schedule of receipts/payments was circulated for January and these were AGREED and signed by the Chair. It was noted that the tree work had been taken from reserves as agreed.	
752.	Environment and Traffic Committee 752.1 Update on Traffic Calming Project. It was noted that the figures which were provided at	

	<p>the Traffic Meeting held on the 26th January were incorrect. The Traffic Calming Reserves were shown as £13,000 but this was incorrect as the consultants fees of £7,020 (net) had been taken out of General Reserves in error and not the specific reserve. Therefore, the balance in the Traffic Calming Reserves is £5,980. The RFO will adjust the accounts as necessary.</p> <p>FR reported that at the recent Traffic Meeting it had been agreed that gateways would be installed with the style being a white wooden effect 'L' shaped gate with a curved Ardingly sign with the oak logo. The location of the gateways was decided on the basis of some physical restrictions, but also that they should be near the village center showing drivers that they are entering the more built up areas and encouraging them to slow down.</p> <p>Living Streets are in the process of applying for some additional grant funding for the gateways.</p> <p>FR noted that the original Traffic Calming Appraisal covered several different ideas that perhaps will not be used going forward, however it is important to consider this report and the views that were received from residents in the consultation.</p> <p>It was noted that the possibility of speed cushions, pedestrian crossings, a roundabout on the junction of College Road/Lindfield Road, buffer zones and the removal of the white lines were still being considered and looked at by the Traffic Committee.</p> <p>The Committee discussed the location of the Twinning Sign and this will be added to the next Parish Council Meeting agenda so a decision will be made as to if the signs are added to the gateways or located in another area of the village.</p> <p>752.2 FR and WM have been moving the SID machine around to various locations. WM is downloading the data information for analysis. The unit has received positive comments from residents.</p> <p>752.3 Community Speedwatch. No further news on the project and the PSCO is still awaiting training.</p> <p>752.4 Fingerpost. WSCC have confirmed that the insurance company will pay for the damage and are just awaiting this confirmation in writing so the contractor can be instructed.</p>	RFO
		WM
		Clerk
753.	<p>Planning Committee</p> <p>753.1 The minutes of the meeting held on the 5th January 2016 were circulated and noted.</p> <p>753.2 DM/15/4899 – Earthingleigh, College Road, Ardingly – Erection of two residential dwellings with detached garages. MB reported that the application had been discussed and the Planning Committee recommended refusal, this was unanimously AGREED.</p>	Clerk
754.	<p>Recreation Ground and Open Spaces Committee</p> <p>754.1 DS reported that he was meeting with ML Surveyors on the 3rd February in relation to the pavilion refurbishment.</p> <p>The Clerk advised that she had spoken with Councillor Gary Marsh who advised that the Community & Economic Development fund could be a potential source of funding towards the refurbishment of the zip wire.</p>	DS
		Clerk
755.	<p>Emergency Planning Committee</p> <p>755.1 JA reported that the Emergency Planning Committee will meet next week to complete the Emergency Plan and that he had met with Iain Nichols from SEAS to discuss use of the facilities in an emergency situation.</p>	JA
756.	<p>Youth Management Committee</p> <p>Nothing to report.</p>	
757.	<p>Training, events and attendance at outside meetings</p> <p>757.1 ELPG Meeting – JA attended the meeting in December and will attend the next meeting in March, the minutes have been circulated.</p> <p>757.2 Cluster Meeting – 17th February 2016 – RL/DS will attend on behalf of the Council.</p> <p>757.3 Three Southern Counties Devolution Meeting – The date is to be confirmed by SSALC</p>	RL/DS

	<p>but it was agreed that it was important to attend.</p> <p>757.4 Neighbourhood Planning Champions Meeting – 2nd February 2016– WM attend this meeting as he is a nominated Neighbourhood Champion, he reported that many Councils are having issues with Neighbourhood Plans with approximately 300 passing referendum and around 1700 currently in the process of being written.</p>	
758.	<p>Allotments</p> <p>758.1 WM reported a positive meeting had been held with Ardingly Community Allotments. It was agreed at the meeting that the possibility of putting up a gateway at the entrance would be looked into and the costs split between the Parish Council and Ardingly Community Allotments.</p> <p>The Clerk was awaiting another quote for the sign.</p>	<p>Clerk</p> <p>Clerk</p>
759.	<p>Highways Cluster Group</p> <p>759.1 Nothing to report.</p>	
760.	<p>Cinema</p> <p>760.1 FR reported the next film will be 'Lady in the Van' to be shown next Thursday. RL/JA offered to help on the night. Some suggestions were made as to how to improve the refreshment takings and FR thanked everyone for their help and support.</p>	
761.	<p>Parish Council Land Ownership</p> <p>761.1 To confirm arrangements for deed storage and land registry information. It was recently noted that Hapstead Hall was not registered with the land registry and some members were concerned. MB recommended that the Council meet with a solicitor to look at the current documents to confirm the meaning of the Custodian Trustees and if the Hall should be registered to the Trustees or the Parish Council as this currently seems unclear.</p> <p>It was AGREED that this position needs to be resolved and the Clerk will set up an initial meeting with a solicitor and MB/KM to seek advice on the situation. Although no quotation was available, it was AGREED that this matter must be resolved and the Council would need to pay the associated costs involved.</p>	<p>Clerk/MB/KM</p>
762.	<p>Community Asset Register</p> <p>762.1 To agree assets to be registered and allocate to members for completing registration.</p> <p>The Ardingly Neighbourhood Plan notes the Parish Council will apply to designate the following as Assets of Community Value – Hapstead Hall, British Legion, Church Centre, Pavillion, Fellows Bakery, Post Office, Primary School, Ardingly Station and the Village Car Park. It was also AGREED to include the Ardingly Inn and Gardeners Arms as the Oak Pub has recently been submitted.</p> <p>It was AGREED that members would complete the applications forms as detailed and a standard template would be sent round as a starting point: Hapstead Hall – MB British Legion – DS Church Centre/Ardingly Inn – PD/FR Fellows Bakery – SN Post Office – KM Ardingly Station – RC Village Car Park – BS Gardeners Arms – JA Pavilion – RL</p>	<p>Councillors</p>
763.	<p>Ardingly Infrastructure Schedule/S016 Monies</p> <p>763.1 A meeting was held with Claire Tester, Steve Ashdown, Liz Lancaster from MSDC and MB/KM/FR on the 2nd February 2016 to discuss the allocation of S106 funding for the Standgrove Site and the IDP document.</p> <p>Claire Tester advised that it was not possible to transfer any of the funding allocated from Traffic to other areas. In addition, money could not be used for repairs only significant improvements/projects. It was important to understand that the IDP document was the basis of how the S106 is allocated and projects should be broken down into detail, so as to avoid issues with pooling restrictions. This enables up to five lots of S106 money to be allocated to one project.</p> <p>MSDC are looking into grant possibilities for the Hall as no S106 funding has been allocated to this and if it is for repairs then this is not possible anyway.</p>	

	<p>The IDP Document can be updated at any time and will need to be reviewed following the meeting and submitted to MSDC.</p> <p>It was noted that it is important to make comments as soon as any planning application is received as to where any potential S106 money could be used within the Parish. The site at 2-4 College Road does not have enough units for S106 money to be payable.</p>	MB/FR/KM/Clerk
764.	<p>Fly the Flag Event – 14th March 2016 BS confirmed that the British Legion had agreed the Council could use the flagpole on the building for the event. It was AGREED that the Clerk would arrange for a road closure for the slip road between the High Street and Street Lane so this area could act as a refuge for pedestrians. MB to provide barriers. BS/KM/FR/WM/PD confirmed they would be available to attend the event.</p> <p>Invitations will be sent to St Peters Primary School, Ardingly College, St Peters Church, Wakehurst and SEAS.</p> <p>Hapstead Hall has been booked and will be used for the provision of refreshments which Barbara Monk had offered to arrange, FR offered to help.</p> <p>RC will liaise with St Peters School regarding the making of a poster for the event and a budget of £50 was AGREED for advertising/promotion. FR will arrange printing.</p>	<p>MB</p> <p>Clerk</p> <p>Barbara Monk/FR</p> <p>RC</p>
765.	<p>Ardingly College Charity Work FR reported that the Computer Training Sessions were running again from 1.45 – 3pm on Mondays and were continuing to be a success.</p>	
766.	<p>Street Names for Standgrove Field Development 766.1 The Parish Council have been approached by MSDC regarding the proposed names put forward by the developer of the Standgrove Field site. The suggestions are Monks Meadow, Ibis Close and Plover Place. It was AGREED that the Council would support the suggested names.</p>	
767.	<p>British Legion 767.1 A meeting was held on the 27th January 2016 with David Arnold (Royal British Legion), WM/MB/RL/DS and representatives from the Ardingly Legion Club regarding the situation with the lease and building.</p> <p>WM reported that the surveyor had completed his report and an estimate of £45,000 would be required to reinstate the building. However, such items as the bar might not need to be removed so a revised costing was being drawn up. It was AGREED that the Parish Council would need an independent surveyors report prior to any decisions being made. In addition at the appropriate time a business plan would be required from the Ardingly Legion Club as to how they would propose to continue to run the facility.</p> <p>It was agreed a working party meeting would be held on the 10th February to discuss the situation further. It was also noted that a Solicitor would need to be engaged at some stage during the process.</p>	WM/RL/MB/DS
768.	<p>Hapstead Hall 768.1 As noted in item 761 it was AGREED a solicitor would be instructed to clarify the Custodian Trustee situation as it seems unclear how the roles of Trustees operate and liability should also be considered.</p> <p>KM reported that the budget had been prepared for 16/17 and it would be circulated prior to the Custodian Trustee Meeting. Balancing is needed to the heating systems and roof repairs and no Section 106 are available for this.</p>	Clerk
769.	<p>HM Queens 90th Birthday It was AGREED that the Council would participate in the Beacon Lighting Celebration on the 21st April. MB will ask if the Showground can be used to hold the event.</p> <p>It was noted that the date for Street Party events would be the weekend of the 11th/12th June.</p>	MB

<p>770.</p>	<p>Parish Council Noticeboards</p> <p>770.1 The Clerk had received a quotation for £500 to refurbish the main notice board and the smaller one outside Hapstead Hall. The Clerk had tried to obtain quotes previously from contractors and these had not been forthcoming, therefore it was AGREED as the main noticeboard had been out of action for so long to proceed with the quote from the local contractor Martin Angus.</p> <p>770.2 The Clerk had advised that Richard Speller (WSSC) had noted the empty silver notice boards and advised that they cannot be a permanent fixture. The location of these boards were discussed and it was AGREED to move the board nearer the entrance of the Recreation Ground and perhaps spray paint it green to look more rural.</p> <p>The boards on Street Lane and College Road will stay in these locations when they are used. It was AGREED that they could be stored in Hapstead Hall outside the boiler area when not in use. It was noted that the boards are heavy and it needs two people to move them.</p>	<p>Clerk</p> <p>MB/WM</p>
<p>771.</p>	<p>Consultations</p> <p>771.1 Minerals Consultation – It was noted that at the recent Traffic Meeting that Hansons could double its size in the current Minerals Plan. The Clerk was asked to send information to members so they could read this in advance of the consultation which is due early this year.</p> <p>771.2 Forest Management – The Verderers Ltd – The Clerk had forwarded the documents to members and no comments were made.</p>	<p>Clerk</p>
<p>772.</p>	<p>Correspondence</p> <p>An email was received from Nick Blackwell regarding the Traffic Calming and was forwarded to all Traffic Committee Members and Parish Councillors. This will be added to the agenda for the next Traffic Meeting.</p> <p>The Clerk received a further email from a resident regarding Sussex Bus Company, who had informed him they could put on an additional route if a subsidy could be found. The Clerk contacted Councillor Acraman and was informed the position is still the same although he sympathizes with the problem, no funding is available.</p> <p>A letter was received from resident in Holmans regarding tree roots causing damage to drains. The Clerk is in communication with the insurance company and has written to the resident to advise them that the Council have passed her letter to the insurance company.</p> <p>Email from dog walker about Showground dog bag issue. The Clerk responded and advised that Ardingly should be getting 2 further bins but dependent on MSDC regarding when this happens.</p> <p>Letter from owner of 8 College Road regarding planning, which was discussed at the Planning Committee and Clerk will send a response.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>773.</p>	<p>Matters arising or for future inclusion on agenda</p> <p>It was noted that an offer had been put forward to show Councillors how to use the defibrillator, however it was explained that the unit does verbally instruct you on the procedures once it is turned on.</p> <p>Christmas Tree Lights MSDC – increases in Council Tax</p>	
<p>774.</p>	<p>Future meeting dates</p> <p>Planning Committee Meeting – 1st March 2016 at 7.00 pm Parish Council Meeting – 1st March 2016 at 7.30 pm Traffic Committee Meeting – TBC</p>	

MEETING CLOSED AT 9.57 PM