



## 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, 7<sup>th</sup> June 2016 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

**Present:**

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

**In Attendance:**

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

**Comments from the public:**

No members of the public were present at the meeting.

<b>846.</b>	<p><b>Procedural Matters</b></p> <p>846.1 No apologies were received.</p> <p>846.2 DS declared an interest in item 850.2 relating to The Oak, Street Lane. RC declared an interest in item 865.2 relating to education.</p> <p>846.3 The minutes of the meeting dated 3<sup>rd</sup> May 2016 were AGREED and signed as a true and accurate record.</p>	
<b>847.</b>	<p><b>Matters arising from the previous minutes not covered elsewhere on the agenda</b></p> <p>It was noted that the large notice board was in the process of being refurbished.</p> <p>The Clerk contacted Metrobus, but did not get any positive response. She was requested to email, but has not yet received a reply. PD advised she would pay a visit to the offices in Crawley.</p> <p>The temporary road closure for the Queens Birthday Street Party has been confirmed.</p> <p>RC advised that St Peters Primary School are working on projects relating to improving the situation with parking, including implementing a walking bus.</p>	PD
<b>848.</b>	<p><b>Finance</b></p> <p>848.1 The end of year accounts for the 31<sup>st</sup> March 2016 were circulated prior to the meeting to all</p>	

	<p>members by the RFO.</p> <p>It was noted that at the meeting the RFO brought the cash bank reconciliation for the quarter ending 31.03.16 which was reviewed by WM (Finance Chair). Following discussion with the RFO WM was in agreement with the figures.</p> <p><b>It was resolved</b> by the Council to agree the end of year accounts and these were therefore approved.</p> <p>The RFO was asked to look into the Kensal Donation reserves and find out further information.</p> <p>848.2 The RFO read out the accounting statement in the annual return for the year ending 31<sup>st</sup> March 2016. <b>It was resolved</b> by the Council to agree the figures and the document was signed by the Chair and Clerk.</p> <p>848.3 The RFO read out the annual governance statement 2015/16. <b>It was resolved</b> by the Council to agree the figures and the document was signed by the Chair.</p> <p>The RFO confirmed the Electors Notice had been published and was available to view on the website and the notice board.</p> <p>848.4 The Internal Audit Report dated 25<sup>th</sup> May 2016 was circulated to all members. The Clerk and RFO still need to provide the policies as noted. It was also noted that if grants/donations are being made by the Council they need to minute the appropriate Local Government Act that provides authorisation.</p> <p>848.5 The schedule of receipts/payments were circulated for May and these were AGREED and signed by the Chair.</p> <p>848.6 The RFO had circulated a list of Village Voice debtors to Finance Committee members following the recent meeting. It was noted that the Editor needs to be aware of debtors so she can communicate with them. The RFO has sent out reminder letters and the situation will be discussed at the next Finance Meeting.</p> <p>848.7 The Clerk made a request to claim 11 hours for the CiLCA training sessions that she attended in April and will be attending in July. <b>It was resolved</b> that the Council agreed to the 11 hours overtime.</p> <p>The Clerk noted she was having difficulty in finding spare hours for the CiLCA programme and would therefore need to claim further hours if she was to be able to complete the course in the allocated timeframe.</p>	<p>RFO</p> <p>Finance Committee</p>
<p><b>849.</b></p>	<p><b>Environment &amp; Traffic Committee</b></p> <p>849.1 The minutes of the meeting held on the 13<sup>th</sup> April were circulated and noted.</p> <p>849.2 FR reported on the current progress with the Traffic Calming Project. Three Focus Groups were being set up in College Road, High Street and Lindfield Road as it was felt that it was important to listen to residents views and the idea was to ask for any new suggestions. These will be reported back at the next Traffic Committee Meeting.</p> <p>It appears that residents are keen to have a SID camera in the village and have offered to assist with moving this around the village. The cost will be in the region of £3,500 for a unit.</p> <p>It was noted that Sarah Chapman is attending the CLC Meeting this evening to clarify the position of WSCC with regard to the Traffic Calming 2013 report. This request is from a residents point of view and is not associated with the Traffic Committee.</p> <p>Proposals are being drawn up for by Simon Osborne (WSCC) following the meeting in April and should be available by the end of this month.</p> <p>A vote of thanks was given to FR for her work with this Committee as it involves a large amount of commitment and can be challenging.</p>	

850.	<p><b>Planning Committee</b></p> <p>850.1 The minutes of the meeting held on the 3<sup>rd</sup> May 2016 were circulated and noted.</p> <p>850.2 DM/16/1483 The Oak Public House, Street Lane, Ardingly – Application to convert to residential dwelling plus one four-bedroom dwelling on car parking area. The Clerk had spoken to Gary Marsh regarding the application and advised him that the Planning Committee had seen a document provided in the application by the applicant that they had several offers on the building from potential purchasers who wanted to run the building as a pub/restaurant. MB advised that the Planning Committee had made a site visit. It was felt that the additional dwelling would be out of keeping with the street scene, which currently had tiled hung smaller cottages and therefore smaller units would be better suited. <b>It was resolved</b> that the Parish Council would object to the application and confirm it went against Policy ARD5 and ARD15.</p> <p>850.3 DM/15/4899 – Earthingleigh, College Road, Ardingly. MB advised he attended the Planning Committee A meeting held on the 26<sup>th</sup> May 2016. He spoke to support the Councils objection on the application and was disappointed with the decision to grant the application as it goes against Policies ARD3 and ARD5 of the Neighbourhood Plan. This did not appear to be taken into account and the lack of 5-year land supply was an issue. The Planning Committee had agreed that a letter would be written to Gary Marsh in light of the decision. MB noted that it was important that the Council spoke at meetings in the future and members thanked him for attending.</p>	
851.	<p><b>Recreation Ground Committee</b></p> <p>851.1 The minutes of the meeting held on the 27<sup>th</sup> April were circulated and noted.</p> <p>851.2 DS reported that the proposed layout of the pavilion was circulated and he had received feedback about the toilets leading straight into the social area. Therefore, a partition will be created to make a corridor. The toilets are being looked at to see if it is possible to have two, not three and combine the ladies w.c to a disabled/ladies/baby changing toilet facility. DS has a meeting with the Mechanical and Electrical engineers with regard to heating and ventilation requirements. A preliminary survey cost of £260 has been agreed so that the project can move forward. Once these areas have been decided the costings of the build can then be calculated.</p>	
852.	<p><b>Emergency Planning Committee</b></p> <p>The Clerk circulated the Emergency Plan but had received no comments back from members. Members were asked to check contact details on the document.</p>	Council
853.	<p><b>Training, events and attendance at outside meetings</b></p> <p>Nothing to report.</p>	
854.	<p><b>Allotments</b></p> <p>854.1 The Clerk reported that the sign will be ready for installation by the end of June. The gates have been installed and we are awaiting receipts from the Allotment Association for the £250 as agreed. The water troughs have been installed today. It was mentioned that perhaps an official opening could be held now the works are nearly completed.</p>	
855.	<p><b>Highways Cluster Group</b></p> <p>855.1 Nothing to report, the Clerk had requested a general tidy up in the village, ie street sign cleaning prior to the South of England Show.</p>	
856.	<p><b>Clive Izard</b></p> <p>856.1 The Council discussed a suitable memorial for Clive. <b>It was resolved</b> that the Council would name the pavilion social room 'The Izard Room' and this would be discussed at a later stage when the refurbishment was underway. A suitable plaque/memorial would be located in the room.</p>	
857.	<p><b>South of England Agricultural Show</b></p> <p>857.1 DS reported that Mrs Meldrum and FR had been working on the posters for the event. Input from several associations had been received and the stand displays were coming together.</p>	
858.	<p><b>Village Voice</b></p> <p>858.1 KM advised that the distribution of properties between Standbridge Way and Avins Bridge needs a new delivery person as Monika has advised she wishes to give up. This area will include the new Standgrove Field development when it is completed. JA will contact Mr &amp; Mrs Brown to see if they would take over this area.</p>	JA
859.	<p><b>Remembrance Day</b></p> <p>859.1 <b>It was resolved</b> that the Council would attend the Remembrance Service at St Peters</p>	

	Church with a budget of £50 for a wreath. BS will represent the Council at the service. The costs will come from the S137 budget.	Clerk
<b>860.</b>	<p><b>Volunteering</b> 860.1 Burgess Hill School for Girls Community Day to be held on the 4<sup>th</sup> July. It has been arranged that the school will visit Ardingly and carry out litter picking duties to help the Community. <b>The Council resolved</b> a budget of £30 for litter pickers and £5 per bag of rubbish collected with a maximum of £50 for the school charities.</p> <p>WM agreed to put together a map of the suggested area and the Clerk will check the insurance aspects. A Councillor will need to meet them on the morning and at the end of litter picking.</p>	WM/Clerk
<b>861.</b>	<p><b>St Peters Church</b> 861.1 A request was received from St Peters Church if they could put up a notice board alongside the large Parish Council board and banners on the hedge outside the car park to promote Church events. The Council discussed this request and <b>it was resolved</b> that as the Church already have a board on the Hall the request would be declined and it was noted that if the Council accepted one, further requests might be made from other organisations within the village. The Council had no objections to the banner, but it was noted that this land belongs to MSDC and they might want to confirm this was acceptable with them.</p>	Clerk
<b>862.</b>	<p><b>Village Car Park</b> 862.1 The Clerk reported she was awaiting further information from MSDC relating to the enquiry made about possible purchase of the Car Park by the Parish Council.</p>	
<b>863.</b>	<p><b>Hapstead Hall Ownership</b> 863.1 The Clerk is awaiting written correspondence from the Solicitor regarding this matter.</p>	
<b>864.</b>	<p><b>Local Community Awards</b> 864.1 The Clerk advised that the nominations for the MSDC Community Awards will be needed at the next meeting and asked members to consider suitable nominations prior to the July meeting. The Clerk was asked to find out if a list of previous nominees was available.</p>	Clerk
<b>865.</b>	<p><b>Consultations</b> 865.1 Joint Local Minerals Plan 17<sup>th</sup> June 2016 – The Clerk had asked WSCC for further information relating to how this might affect Ardingly, however had received no response. <b>It was resolved</b> that the Clerk would ask Sarah Chapman for her advice and comments as members felt she was aware of the document and the contents that could have an impact on the village. Any comments received from SC would be circulated to members.</p> <p>865.2 Future Provision of 6<sup>th</sup> Form Education – A survey was sent around by Sussex Learning Trust with regard to 6<sup>th</sup> Form provision in Haywards Heath following the closure of Central Sussex College.</p> <p>RC advised that the site has since received several bids, the site cannot be developed due to covenants and it is not suitable for primary as purpose built.</p> <p><b>It was resolved</b> that the Council should support further education facilities in Haywards Heath of the benefit of the residents in the community.</p> <p>865.3 Proposed changes to Household Waste Recycling Sites across West Sussex – 12 June 2016. It was noted that these changes did not affect the Waste Freighter Service from MSDC but just had implications on opening hours to some sites. No comments were made.</p> <p>865.4 Draft Walking and Cycling Strategy Consultation – 22<sup>nd</sup> June 2016 – No comments were made. It was noted that grant funding might be available for the Traffic Calming project from cycling grants.</p>	Clerk
<b>866.</b>	<p><b>Correspondence</b> The Clerk had received two emails from residents regarding the wild flower verge being cut in College Road. The Clerk contacted Richard Speller regarding this and is awaiting a response.</p> <p>KM had received correspondence from Rachel Clifton-Weller regarding the border in College Road near to The Close. The Clerk will arrange a site meeting with neighbours and obtain a quote for cutting back as required.</p>	Clerk  Clerk/KM

<p><b>867.</b></p>	<p><b>Matters arising or for future inclusion on agenda</b></p> <p>Agenda items for next meeting as follows:          Bus Services          Christmas Tree Lights          Summer Fayre – Youth budget to consider providing a climbing wall</p>	
<p><b>868.</b></p>	<p><b>Future meeting dates</b></p> <p>Traffic Committee Meeting – Wednesday, 22<sup>nd</sup> June 2016 at 7.30 pm          Planning Committee Meeting – Tuesday, 5<sup>th</sup> July 2016 at 7.00pm          Parish Council Meeting – Tuesday, 5<sup>th</sup> July 2016 at 7.30 pm          Please note no August Parish Council Meeting</p>	

**MEETING CLOSED AT 9.16 PM**