



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, 7th February 2017 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

Present:

Mr. M. Brixey (Chairman)	Mr. W. Meldrum (WM)
Mrs. R. Chalk (RC)	Mr. B. Strutton (BS)
Mrs. F. Rocks (FR)	Mr. S. Noel (SN)
Mr. K. Monk (KM)	Mr. D. Stutchbury(DS)
Mr. R. Lawson (RL)	Mrs. P. Dennis (PD)

In Attendance:

Mrs. S. Mamoany (Clerk)
Mrs. S. Sparkes (RFO)

Comments from the public:

2 members of the public was present at the meeting.

Steve Trice representing HHTCIC gave a brief presentation to the Council with regard to a request from the HHTCIC for additional funding to assist with reserves moving forward with the project. Funding sources have decreased in the past 4 years and Steve explained the situation and asked the Council if a sum of £500 could be made available to the project to top up reserves. Haywards Heath Town Council had put a sum of £5,000 into the project and Lindfield and Lindfield Rural were also being asked for additional funding. The Chairman requested that should this situation occur for the next financial year; the Council are informed prior to 2018/19 budget setting. The item was discussed at item 1010 on the agenda.

Sarah Chapman informed the Council that a group of residents in College Road were keen to set up some new initiatives to assist with traffic calming in College Road to include supporting the 'Walk to School Week' to be held in May. She asked that the Parish Council support them and that funding might be needed.

996.	Procedural Matters 996.1 Apologies were received from Jonathan Aloof. 996.2 No declarations of interest were made. 996.3 The minutes of the meeting dated 10 th January 2017 were AGREED and signed as a true and accurate record.	
997.	Matters arising from the previous minutes not covered elsewhere on the agenda The Clerk noted the email response from Roy Simmonds regarding the memorial garden and has requested him to confirm if he had any further information relating to the 'gentleman's agreement'.	

<p>998.</p>	<p>Finance 998.1 The schedule of payments for January were circulated, agreed and signed by the Chairman. 998.2 It was noted that once the new software was in place budget reports would be easier to produce and the Council will be able to review on a regular basis throughout the year. 998.3 Mary Puckle Bank Account. It was noted this had been closed as inactive for a number of years and the balance of £27.12 has been transferred into the current account.</p>	
<p>999.</p>	<p>Environment and Traffic Committee 999.1 FR reported that a Traffic Committee meeting was held on the 26th January 2017. The Committee had agreed to purchase two SID units from the Traffic Reserves following research carried out on the different units.</p> <p>Tamara Nelson from College Road had attended the meeting and FR had met with her and some other residents to discuss traffic calming ideas in College Road. Ideas such as promoting 'Walk to School Week' using scarecrows dotted around the village displaying slow down/30mph signs, fluorescent jackets with 30mph on the back for the children. Richard Speller confirmed the event was acceptable to Highways and advised FR that funding could be available from WSCC.</p> <p>Bin stickers displaying 30/40mph were discussed and it was agreed that the best way to distribute would be personally to residents by knocking on doors and explaining the use of the sticker. They would only be distributed to houses along the public highway</p> <p>999.2 FR advised the SID units purchase price was £6,100 plus VAT, being £120 over the Traffic Reserves held and requested an additional £500 if required to go forward with the purchase of the two units. The Council resolved this additional funding from general reserves so the units can be ordered.</p> <p>999.3 FR advised that WM/Andrew Lambert would be collating the SID data in addition to residents that have offered to assist with moving the units. A rota would be put together when the group of volunteers had been organised.</p> <p>999.4 WM reported that the working party group had met with Peter Goulding and Jamie Savage from St Peters Primary School to discuss the parking issues. They had put some suggestions forward and advised that they need to look at the whole project, rather than doing the project in piece meal stages. RC advised a Governors meeting was being held next week and the school would be responding.</p>	<p>Traffic Committee</p> <p>Clerk</p> <p>FR/WM</p>
<p>1000.</p>	<p>Planning Committee 1000.1 The minutes of the meeting held on the 10th January 2017 were circulated and noted.</p>	
<p>1001.</p>	<p>Recreation Ground Committee 1001.1 DS reported that a pre-application site meeting had been held with the Planning Officer from MSDC and the feedback had been positive and as long as the building was built with materials that were sympathetic to the surrounding area she did not foresee any issues. The surveyor is putting together a revised drawing following measurements/requirements being provided by the Football Club.</p> <p>DS noted that grants might not be available as stated at a meeting he attended recently and this would have to be worked on further. The Clerk would look into possible further sources from WSCC and MSDC.</p> <p>1001.2 DS noted that the Planning Officer confirmed a reduced fee was available to the Parish Council for planning application fees.</p>	<p>Clerk</p>
<p>1002.</p>	<p>Emergency Planning Committee Nothing to report.</p>	
<p>1003.</p>	<p>Commonwealth Day 1003.1 The Clerk will arrange for the road closure on the 13th March. The Clerk was asked to write to Ardingly British Legion to request the use of the flagpole. It was resolved that a budget of £100 for refreshments would be available from general reserves under Section 137 of the Local Government Act 1972.</p>	<p>Clerk</p>

	The Clerk confirmed that Ardingly College and St Peters Primary School were happy to be involved this year and FR confirmed the Pre-School would also like to be involved.	
1004.	<p>Parish Council Policies</p> <p>The Clerk had put together some new and updated policies that had been requested by the auditor and were recommended by SSALC.</p> <p>1004.1 Data Protection Policy. The Clerk advised that the Council has to be registered as a Data Controller as detailed in the Policy. It was resolved that the Data Protection Policy was approved by the Council.</p> <p>1004.2 Disciplinary & Grievance Policy – It was resolved that the Disciplinary and Grievance Policy was approved by the Council.</p> <p>1004.3 Equal Opportunities Policy – It was resolved that the Equal Opportunities Policy was approved by the Council.</p> <p>1004.4 Communications Policy – The Council felt this policy needed some amendments so it will be reviewed at the March meeting.</p> <p>1004.5 Complaints & Procedure Policy – The Council resolved that the Complaints & Procedure Policy was approved by the Council.</p>	Clerk
1005.	<p>Standgrove Housing Allocation</p> <p>1005.1 The Clerk had produced an article for publication in the Village Voice which included a paragraph from MSDC in relation to the allocation of the affordable housing on the site. It was resolved that this would be removed and the rest of the article would be used for publication.</p> <p>The Clerk was asked to arrange a meeting with Nicola Cresswell from MSDC to discuss the housing allocation as the Council were disappointed to be advised that only one rented unit had gone to a tenant with a local connection. 100% of the first letting on the 8 units were available for local connection and 4 units in perpetuity. It was therefore raised if there was a need for affordable housing within Ardingly. Councillors were also concerned that current residents of Ardingly in Affinity Sutton homes could not apply for the properties due to the way Affinity Sutton managed transfers. It was noted it was important to obtain the facts from MSDC and work towards what could be achieved in the future with the affordable homes when they come up for re-let or re-sale.</p>	Clerk Clerk
1006.	<p>Buses</p> <p>1006.1 PD noted she was intending to meet with the bus company and some residents and will report at the next meeting.</p>	PD
1007.	<p>Action Log</p> <p>1007.1 SN suggested that the Council had an action log which listed ongoing tasks so that this could be reviewed at Council meetings and this would assist the Council moving forward. The Clerk noted that action points were in the minutes that were produced and felt that her time would be better spent working on the outstanding tasks, than creating a log of them bearing in mind that her hours are part time.</p>	
1008.	<p>Training, events and attendance at outside meetings</p> <p>1008.1 MSLC Conference – 24th February 2017 – MB/DS to attend.</p> <p>1008.2 North Parish Cluster Group Meeting – 8th February 2017 – KM/Clerk to attend</p> <p>1008.3 SSLC Branch Meeting – 1st March 2017 – Clerk to attend</p> <p>RFO to attend End of Year Accounts SSALC training day on the 23rd February 2017.</p>	MB/DS KM/Clerk Clerk RFO
1009.	<p>Allotments</p> <p>1009.1 Nothing to report.</p>	
1010.	<p>Highways Cluster Group</p> <p>1010.1 HHTCIC have installed the new grit bin and an invoice for materials for the bus shelter painting has been received for £100.00. Sidings on footpaths have been started on College Road.</p> <p>1010.2 Following Steve Trice's presentation at the start of the meeting it was resolved that the Council would contribute £500 to the HHTCIC reserves should this be required in 2017/18. It was noted that the Parish Council budgets had been set for 2017/18 and this money would need to come from general reserves. Budget setting for 2018/19 should consider if future contributions would be needed.</p>	RFO

1011.	<p>Consultations</p> <p>The Clerk noted the forthcoming Draft Minerals Plan consultation where comments will be needed for the March meeting and Councillors should consider if they wish to make comments in advance of the next meeting.</p>	Councillors
1012.	<p>Correspondence</p> <p>Letter was received from Bradley Plowright in relation to his interest in the Oak Public House.</p> <p>Emails were received from a resident in relation to works being carried out in Butchers Shaw wood. The Clerk had directed the resident to the appropriate contacts regarding their concerns.</p> <p>Email had been received from Mr Hughes regarding footpath issues, which the Clerk will report to Highways.</p>	Clerk
1013.	<p>Matters arising or for future inclusion on agenda</p> <p>Agenda Items for next meeting: South of England Show Parish Council Stand Buses Christmas Lighting Tennis Courts Zip Wire</p>	
1014.	<p>Future meeting dates</p> <p>Planning Committee Meeting – 7th March at 7.00pm Parish Council Meeting – 7th March at 7.30pm</p>	

MEETING CLOSED AT 9.30 PM