



## ARDINGLY PARISH COUNCIL

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### **Minutes of the Ardingly Parish Council Meeting held on Tuesday, 10<sup>th</sup> January 2017 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly**

**Present:**

Mr. M. Brixey (Chairman)  
Mrs. R. Chalk (RC)  
Mrs. F. Rocks (FR)  
Mr. K. Monk (KM)  
Mr. J. Aloof (JA)

Mr. W. Meldrum (part of meeting) (WM)  
Mr. B. Strutton (BS)  
Mr. S. Noel (SN)  
Mr. D. Stutchbury(DS)  
Mrs. P. Dennis (PD)

**In Attendance:**

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

**Comments from the public:** 9 members of the public were present at the meeting.

Tamara Nelson spoke on behalf of 4 residents at the meeting who are concerned for their children's safety along College Road and the High Street due to the speed of traffic and requested an update on the traffic calming.

Fiona Rocks Chair of the Traffic Committee responded that phase one of the Traffic Calming Scheme will be delivered in 2017/18 which is currently with WSCC following the final design. She advised residents to report any bad driving behaviour to Operation Crackdown and any incidents involving the Police to inform the Parish Council so they have a record of this. If residents have concerns write to District & County Councillors and Highways. The residents were invited to attend the Traffic Committee meeting and were keen to offer help in anyway. Fiona thanked them for being pro-active and it was good to see people coming out and voicing their concerns.

Peter Goulding (Governor St Peters School) and Jamie Savage (Headmaster of St Peters School) presented to the Council details of ideas to help with the traffic issues with parking at the school. The challenges being more cars, as more pupils are driven to school and parking spaces have decreased. Incidents involving residents and parents are increasing and they are concerned about this and want to work to try and resolve these issues with the help of the Parish Council. Suggestions include increased parking in the Recreation Ground and Tennis Courts area.

The Chairman responded that the Parish Council would like to discuss the matter further at next month's meeting so they had a chance to look at the information provided in more detail.

978.	<p><b>Procedural Matters</b></p> <p>978.1 Apologies were received from Rob Lawson.</p> <p>978.2 Rowena Chalk declared an interest in item 981.2 as a Governor at St Peters Primary School.</p> <p>978.3 The minutes of the meeting dated 6<sup>th</sup> December 2016 were AGREED and signed as a true and accurate record.</p>	
979.	<p><b>Matters arising from the previous minutes not covered elsewhere on the agenda</b></p> <p>The Clerk confirmed the precept figure had been submitted to MSDC and they had confirmed the Band D charge will be £110.59 as the cash value of £79,501 divided by the 17/18 tax base of 718.9.</p> <p>The Clerk advised the footpath issues had been reported as noted at the last meeting. Highways had cut back the footpath on one area and advised the other area was the landowners responsibility not Highways.</p>	
980.	<p><b>Finance</b></p> <p>980.1 The schedule of payments for December were circulated, agreed and signed by the Chairman.</p> <p>980.2 Pension pooling fund. It was <b>resolved</b> that the Council would remain in the WSCC Pension Pooling fund.</p> <p>980.3 Kensall Donation. The Clerk had circulated a report relating to the £1000 held in reserves and it was <b>resolved</b> that an Oak tree would be purchased to be planted on Oaklands and a replacement wooden bench would be purchased for the bench in Street Lane that is in poor order and if enough money was available one of the borders would be grassed over on Oaklands, if not money would be used from reserves to grass the border.</p> <p>980.4 Finance Software – The RFO advised that she had received good feedback from other Clerks with regard to the Rialtas software and had received a demo of the software which showed the system was capable of doing all the Council required. It was <b>resolved</b> to proceed with the purchase of the software and one user licence for the sum of £750 from reserves. Although budgeted for the next financial year, it was agreed that it would be beneficial to have this software and to input the current financial year alongside the spreadsheets currently being used and the end of year accounts can be produced on the new software.</p>	<p>Clerk</p> <p>Clerk</p> <p>RFO/WM</p>
981.	<p><b>Environment and Traffic Committee</b></p> <p>981.1 FR advised that a Traffic Committee meeting will be held on the 26<sup>th</sup> January. The SID (Speed Indication Device) equipment is currently being researched and it was <b>resolved</b> that the Traffic Committee could purchase two units with the Traffic Reserves currently held. FR advised that she has volunteers willing to move the units around the village. Options for additional car parking were being looked at in the Recreation Ground and Street Lane and improving the Tennis Court parking area.</p> <p>JA noted that the 30/40 mph bin stickers still needed to be purchased.</p> <p>981.2 Travel Plans with St Peters Primary School. Following the presentation from Peter Goulding and Jamie Savage it was <b>resolved</b> that a working party of WM (Chair) RC/FR/SN/JA would arrange a meeting with St Peters to discuss possible ways the Parish Council can support the school with its travel plans and will report back to the full Council.</p>	<p>WM/RC/FR/SN/JA</p>
982.	<p><b>Planning Committee</b></p> <p>982.1 The minutes of the meeting held on the 6<sup>th</sup> December 2016 were circulated and noted.</p> <p>982.2 The revised Terms of Reference were circulated and it was <b>resolved</b> that the Council would adopt these which noted procedures relating to site visits.</p>	
983.	<p><b>Recreation Ground Committee</b></p> <p>983.1 Pavilion Refurbishment. The Clerk had circulated the revised sketch plan and letter from ML Surveyors showing the possible extension to the building. It was noted that the dimensions of the changing rooms, etc. must comply with any regulations needed for the clubs that use the facilities. The Council <b>resolved</b> to move forward with the revised sketch showing the extension.</p> <p>The Clerk will arrange for a pre-site meeting with MSDC with DS/MB.</p>	<p>Clerk</p>

	<p>DS noted that if work was being carried out to the car parking area this could be part of the scheme.</p> <p>The revised plan will be circulated and discussed with the Football/Cricket Clubs at the next Recreation Ground meeting.</p>	
<b>984.</b>	<p><b>Emergency Planning Committee</b></p> <p>984.1 Winter Training will be held on Saturday, 14<sup>th</sup> January at 9am with JA/FR/MB/RL/SN/BS/DS and Pat Killian to attend. The 'What If?' training will commence at 10am with Emergency Planning Committee members to attend.</p> <p>It was <b>resolved</b> a budget of £30 should be available for refreshments for these training events.</p>	
<b>985.</b>	<p><b>Commonwealth Day</b></p> <p>985.1 The Council <b>resolved</b> to arrange a Commonwealth Day to be held on the 13<sup>th</sup> March 2017. The Clerk will contact Ardingly College and St Peters Primary School. KM will do the welcome and PD will read out the Commonwealth speech prior to the raising of the flag by BS. Barbara Monk had offered to prepare refreshments.</p>	Clerk
<b>986.</b>	<p><b>Conservation Area Appraisal</b></p> <p>986.1 It was <b>resolved</b> that the Parish Council would support the printing costs and possible hire of hall with a budget of £250 to assist with the production of the Conservation Area Appraisal. Reserves remaining in the Neighbourhood Plan budget would be used for this purpose.</p>	
<b>987.</b>	<p><b>Training, events and attendance at outside meetings</b></p> <p>987.1 EPLG Meeting – 8<sup>th</sup> December 2016 – JA attended on behalf of the Council and the 'What If' Training had been arranged through this meeting.</p> <p>987.2 Winter Training and 'What If' Training – 14<sup>th</sup> January 2017 – Councillors to attend as per item 984.1.</p> <p>987.3 Bluebell Railway Meeting – 17<sup>th</sup> January 2017 – MB to attend.</p> <p>987.4 Website Workshop – 15<sup>th</sup> February 2017 – Run by WM for all Councillors/Clerk/RFO</p> <p>987.5 West Sussex ALC Spring Conference – 30<sup>th</sup> March 2017. Noted Council will not attend.</p>	
<b>988.</b>	<p><b>Allotments</b></p> <p>988.1 The water bill had been received from Ardingly College for the sum of £133. As the Clerk had already sent invoices as we had been waiting sometime for the water account it will be suggested to the Ardingly Community Allotment Association that the water accounts will be added to next years invoices due to the admin costs to produce and post such small bills. The Clerk will communicate with the Allotment Association and inform them of the costs and if any plot holders want to pay in advance on account then they can do so.</p>	Clerk
<b>989.</b>	<p><b>Highways Cluster Group</b></p> <p>989.1 The Clerk advised Steve Trice has confirmed the agreement will be extended for a further 18 months until 1<sup>st</sup> April 2018.</p> <p>HHTCIC have cleared the gutters at the pavilion and the toilets. The Clerk was asked to request that the vegetation around the seat by The Close was cut back.</p>	Clerk
<b>990.</b>	<p><b>Notice Boards</b></p> <p>990.1 MSDC had advised that if the boards located on College Road, Street Lane and Selsfield Road were not being taken down in the required time frames they would need planning permission. It was discussed if the boards were a permanent fixture if they could be used by other village organisations to promote village events. It was suggested that if they were permanent then if no events were being promoted a 'Kill Your Speed' sign could be put up or something similar. FR/Clerk will look at writing an article for the Village Voice to see if other organisations would be interested. It was noted that they should not be used for business advertising.</p>	Clerk/FR
<b>991.</b>	<p><b>Memorial Garden for Brian Ball</b></p> <p>991.1 Following the December meeting the proposal put forward by the Horticultural Society were discussed. Although the Council are aware they do not own all of the land that involves the project and do agree that it needs tidying up, concerns were raised about the long term</p>	

	<p>future of the Legion building. Discussions have been ongoing for the past 18 months with the Head Office at Pall Mall although no further progress has been made, if an area was created in memorial of someone and then it had to be moved if circumstances changed around the lease this would difficult. The ongoing maintenance of the area was also raised. It is possible that works to Hapstead Hall roof will be required over the next 6-12 months which would involve scaffolding in this area. The Council resolved that they would are currently not in a position to support the idea at this moment in time. However, the Council would consider other suggestions for a memorial such as a bench. The Clerk will respond to Roy Simmonds.</p>	Clerk
<b>992.</b>	<p><b>Consultations</b> None</p>	
<b>993.</b>	<p><b>Correspondence</b></p> <p>It was noted that the Council had received two complaints from residents relating to the Best Ever Parties events which were passed to the SEAS.</p> <p>A letter was received from Iain Nicol (SEAS) in response to the complaints and the action the Showground is taking to manage the issues raised at next years event.</p> <p>Email received from resident in College Road concerned with speed of traffic and pedestrian safety.</p>	
<b>994.</b>	<p><b>Matters arising or for future inclusion on agenda</b></p> <p>It was noted that Metrobus are offering a student travel discount scheme to replace the 3-1 card and the Clerk has put the information on the website, noticeboards and passed to St Peters School.</p> <p>It was noted that Colemans had advised the Land Registry have a backlog of applications and the land registry process of Hapstead Hall could take a further 6-8 weeks.</p> <p>PD noted she was intending to meet with the bus company and some residents and will report at the next meeting.</p> <p>Items for inclusion on next agenda: St Peters Primary School Travel Plans Bus Service</p>	PD
<b>995.</b>	<p><b>Future meeting dates</b> Traffic Committee Meeting – Thursday, 26<sup>th</sup> January 2017 at 7.30pm Planning Committee Meeting – Tuesday, 7<sup>th</sup> February 2017 at 7.00pm Parish Council Meeting – Tuesday, 7<sup>th</sup> February 2017 at 7.30pm</p>	

**MEETING CLOSED AT 9.10 PM**