



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 March 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)
Mrs. P Dennis (PD)

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

In Attendance:

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

Comments from the public:

3 members of the public was present at the meeting.

Sarah Chapman wished to comment on the planning application for floodlights that has been put forward by Ardingly College. She noted that the area was outside the built-up area and outside the central built core of the campus as shown in the Ardingly NP and was keen that the College put in as much mitigation measures as possible to protect the ancient woodland. The area is in the ANOB and she suggested that more baffles should be added and the current floodlighting should be looked at to see if baffles could assist with the light shining on the highway. The Chair advised that the application had only just been received by the Planning Committee and would be discussed under the Planning item 1019.2.

1015.	Procedural Matters 1015.1 Apologies were received from Jonathan Aloof, Rob Lawson, Councillor MacNaughton and Councillor Marsh. 1015.2 MB declared an interest in item 1027.1 relating to the South of England Agricultural Society. 1015.3 The minutes of the meeting dated 7 th February 2017 were AGREED and signed as a true and accurate record.	
1016.	Matters arising from the previous minutes not covered elsewhere on the agenda No matters were noted.	
1017.	Finance 1017.1 The schedule of payments for February were circulated, agreed and signed by the Chairman. It was noted that the replacement RFO laptop and printing would come from	

	<p>general reserves. The invoice from A C Maintenance related to repairs required to the playground following an inspection.</p> <p>It was noted that the RFO is currently uploading the current financial year onto the new payroll software.</p>	
1018.	<p>Environment & Traffic Committee</p> <p>1018.1 FR reported that the two SID units had been ordered and should be delivered within the next 6 weeks. Training will be organised and 8 volunteers have come forward so far to assist with moving the units around the village. Richard Speller will provide training and Westcotec the suppliers of the units will run a workshop, possibly with other Parishes involved.</p> <p>1018.2 WM advised nothing to report regarding the Travel Plans at St Peters Primary School.</p> <p>1018.3 FR advised that around 100 people have signed up to the Safer Streets campaign that is working on the 'Walk to School' week to be held in May, organised by parents in the village. A meeting has been arranged with Richard Speller, Gulu Sibinda and Councillor Bill Acraman to discuss possible funding sources. The group will need funding for high visibility tabards with 30mph on them for the children to wear and posters to promote the event. FR proposed that if no funding was forthcoming from WSCC then could the Parish Council donate £400 to the event so that it could go ahead. The Council resolved to support the project and donate £400 if required from Youth Reserves. DS would also approach Hansons to see if they could offer some sponsorship or provide the tabards.</p> <p>1018.4 The Clerk reported that the minutes of the Traffic Meeting on the 26th January 2017 have not yet been circulated.</p> <p>1018.5 Street Lane Car Park – The Clerk reported that Claire Onslow (MSDC) had advised that the car park surface and in and out markings would be looked at in the next few weeks and she would report back to the Council.</p>	<p>Traffic Committee</p> <p>FR/DS</p> <p>Clerk</p>
1019.	<p>Planning Committee</p> <p>1019.1 The minutes of the meeting held on the 7th February 2017 were circulated and noted.</p> <p>1019.2 The Chair advised that Paddy Jackman from Ardingly College had invited the Planning Committee to a meeting to discuss some planning applications that are due to be submitted by the College.</p> <p>An application in relation to additional floodlights has just been received and the Chair asked Councillors views on the application. PD noted that the current floodlighting lights up the roadway and was concerned about the road safety aspect. However, the Council wished to support the use of the sports facilities but were mindful of the possible effects to neighbours and the ancient woodland. It was agreed that the issues of increasing the baffles would be raised at the meeting and the time when the lights should be turned off.</p>	<p>Planning Committee</p>
1020.	<p>Recreation Ground Committee</p> <p>1020.1 DS advised that a revised plan has been produced by the surveyor and were circulated at the meeting, which showed changes to the kitchen area. The changing rooms are now the appropriate sizes that are required.</p> <p>1020.2 It was not clear if a topographical survey was needed at this stage in relation to the car parking; but two further quotes would need to be obtained. The situation with funding was not positive following a meeting with Councillor Bill Acraman, it was not clear if the project was eligible for the Members Big Society Fund as the building was owned by the Parish Council. The Clerk was making further enquiries.</p> <p>The surveyor was working on costings for putting the formal planning application forward and will report back to DS. It was resolved that the Council would submit a formal application for the pavilion with the extension and additional car parking area using the Pavilion Refurbishment reserves. Following the completion of full working drawings, costings for the refurbishment would be put together to see if it was possible to fund the refurbishment with the extension. It might be that the refurbishment would need to be scaled back if the funding is not available.</p> <p>1020.3 The Clerk reported that she had been provided with some contacts of suppliers who MSDC had used, they provided a more natural looking zip wire which also seemed to be less expensive. Advice received from other Town and Parishes was that it was not economical to refurbish playground equipment and recommended replacement if possible. The Clerk has contacted the supplier and is waiting for them to respond, but this has not been forthcoming. It</p>	<p>DS/Clerk</p> <p>DS</p> <p>Clerk</p>

	<p>is possible that MSDC Community & Economic Development Fund could provide funding of up to £5,000; applications would need to be received by May. The Clerk will continue to research the project but advised that she does not have any expertise in this type of playground equipment.</p> <p>1020.4 The tennis courts were due to be cleaned, however the Clerk had received a quote and the cost has increased dramatically, so will be looking at alternative contractors. The Clerk was asked to check the agreement with the Tennis Club in respect of maintenance of the courts.</p> <p>1020.5 The work to the border on College Road has started, the branches have been removed but some further work needs to be completed. The Clerk will chase the contractor.</p>	<p>Clerk</p> <p>Clerk</p>
1021.	<p>Emergency Planning Committee</p> <p>Nothing to report.</p>	
1022.	<p>Commonwealth Day</p> <p>1022.1 Arrangements were in place for the event, the Clerk was awaiting confirmed numbers from St Peters Primary School. The road closure order was in place.</p> <p>1022.2 BS wished to propose that the Parish Council consider purchasing a flag pole and site it on the area next to the Parish Council Noticeboard. The Council asked BS to do some further research into costings for a pole and installation.</p>	<p>Clerk</p> <p>BS</p>
1023.	<p>Parish Council Policies</p> <p>1023.1 The Communications Policy was discussed further and some minor amendments made. The Council resolved to approve the amendments and adopt the policy.</p> <p>1023.2 The Clerk advised the cost to register as a Data Controller is £35 annually and this is a legal requirement. The Council resolved that as stated in the Data Protection Policy the Clerk would register.</p>	<p>Clerk</p>
1024.	<p>Standgrove Housing Allocation</p> <p>1024.1 A meeting was held with MSDC Officers Nicola Cresswell and Julian Till on the 17th February with the Chair/FR/RL/KM and the Clerk present. Minutes of the meeting were circulated to all members. It appeared from the information provided that there was not a local need for the type of housing on the Standgrove site, in addition to other factors including affordability. It was noted that MSDC would work closer with the Parish Council when any of the properties become available so that they can be promoted to residents through the Village Voice and website.</p>	
1025.	<p>Annual Parish Meeting – 25th April 2017 at 7.30pm</p> <p>1025.1 The Annual Meeting will be held on the 25th April with two speakers confirmed to attend.</p>	
1026.	<p>Grants</p> <p>1026.1 The Clerk advised that requests for grants had come in from St Catherines Hospice, Air Ambulance and Citizen Advice. The Council resolved that no grant funding was available at this time.</p>	
1027.	<p>South of England Show</p> <p>1027.1 Following the Parish Council's attendance at the South of England Show in 2016 the Council discussed if they should attend this year. The Clerk advised that the Council need to consider if it is an appropriate spend of the electors' taxation and what do they get from it, in addition she noted that anyone who wishes to attend must pay to enter the event, therefore making it not accessible to all. Councillors' who attended the Show last year felt it was a positive event in promoting the Parish Council and other village organisations and gave people the opportunity to see what the Council do and meet with councillors to discuss issues. The posters were used again at the Ardingly Summer Fete where the Parish Council also had a stand. FR advised that she would not be available to help this year and raised concerns about getting information posters together, as it involved a lot of preparation and they need to be professionally presented. KM proposed that the event was attended every other year and DS proposed that if he could lower the budget to £500 then the Council should attend. It was agreed that DS would speak to Iain Nicol regarding costs for the trade stand and come back with some firm figures for the next meeting and the Council would then make a decision. DS would also speak to Mrs Meldrum about assisting with the production of the posters.</p>	<p>DS</p>
1028.	<p>Christmas Lighting</p> <p>1028.1 It was agreed that RC would obtain costs for further Christmas lighting for the Council</p>	<p>RC</p>

	to consider.	
1029.	Koorana Centre 1029.1 Gabrielle Anya Rafello was invited to the meeting with regard to working together with the Parish Council, however she did not attend.	
1030.	Training, events and attendance at outside meetings 1030.1 MSLC Conference – 24 th February 2017 – MB/DS attended. 1030.2 North Parish Cluster Group Meeting – 8 th February 2017 – KM/Clerk attending with interesting topics of discussion, including SIDS, Highway issues and Richard Speller was in attendance. 1030.3 SSLC Branch Meeting – 1 st March 2017 – The Clerk attended this meeting which included a report from Richard Speller on Highways budgets. The RFO reported that she attended the SSALC End of Year Accounts training on the 23 rd February which she found very beneficial. MB/FR attended the Conservation Appraisal Workshop run by Sarah Chapman and David Hadden with four other parishes and other outside organisations. The Bluebell Railway had invited the Council to a stakeholder briefing in relation to the Flying Scotsman Visit. The Clerk will send apologies as no one can attend.	Clerk
1031.	Allotments 1031.1 Clerk reported two invoices outstanding, which she is chasing up.	Clerk
1032.	Highways Cluster Group 1032.1 The HHTCIC are currently continuing with siding the footpath in College Road and are also going to sweep/weed round the sports pavilion.	
1033.	Consultations 1033.1 Draft Joint Minerals Plan – The Council resolved to forward the previous comments submitted in relation to this consultation.	Clerk
1034.	Correspondence No further correspondence to note.	
1035.	Staffing Matters 1035.1 It was resolved that the RFO had completed her probationary period to the satisfactory standard as noted in her contract.	
1036.	Matters arising or for future inclusion on agenda Agenda Items for next meeting: Neighbourhood Plan Monitoring and Housing Needs Survey Use of Tennis Courts Welcome notes to new residents Footpaths Dog Bins Flag Pole Grant for St Peters Church	
1037.	Future meeting dates Planning Committee Meeting – 4 th April at 7.00pm Parish Council Meeting – 4 th April at 7.30pm Annual Parish Meeting – 25 th April 2017 at 7.30pm Finance Meeting – 27 th April 2017 at 7.30pm	

MEETING CLOSED AT 9.45 PM