



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, 6th June 2017 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

Present:

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

In Attendance:

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

Councillor A MacNaughton

Comments from the public:

9 members of the public were present.

The following comments were made by members of the public in relation to item 1082.2 DM/17/1943

Sarah Chapman spoke to object to the application in relation to the Ardingly Neighbourhood Plan and expressed the application did not comply with Policy ARD2 in relation to buildings outside the built-up area and felt that the Parish Council should support the policies in the Neighbourhood Plan and be consistent.

Cheri Sampson objected to the application and noted that the application was outside the built-up area and felt this would open doors to other development if it was approved.

Mr Foster spoke in support of the application and sympathised with the comments made however he felt the application was for the right type of homes needed in the village and felt that the NP needed to evolve as it was created several years ago.

1078.	Procedural Matters 1078.1 Apologies for absence were received from Derek Stutchbury and Councillor Gary Marsh. 1078.2 Jonathan Aloof and Rowena Chalk declared an interest in item 1082.2 in relation to a planning application submitted by Mr W Foster and Mick Brixey declared an interest in item 1089.1 relating to the South of England Agricultural Association. 1078.3 The minutes of the meeting dated 2 nd May 2017 were AGREED and signed as a true and accurate record.	
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1079.	<p>Matters arising from the previous minutes not covered elsewhere on the agenda</p> <p>There were no matters arising.</p>	
1080.	<p>Finance</p> <p>1080.1 The schedule of payments for May were circulated by the RFO, the Council resolved the schedule. WM noted the payment to the Village Fayre Account was the balance of sponsorship from Millwood Homes, less the expenditure on the Fun Run and would be used towards advertising the Summer Fayre.</p> <p>1080.2 The Finance Committee reported they had reviewed the general reserves and proposed that the following amounts were put into earmarked reserves. Multicourt Reserves £10,000 Playground Reserves £10,000 Pavilion Refurbishment Reserves £10,000 Hapstead Hall Reserves £10,000. The Council resolved these amounts as earmarked reserves.</p> <p>1080.3 WM advised the Council that following the Finance Meeting held on the 25th May 2017 the Committee were unable to sign off the draft 2016/17 accounts to bring to the Council meeting. This related to some issues concerning matters raised by the external auditor and they were concerned that the figures on the Rialtus software system could be incorrect due to these issues. It was therefore resolved that in the best interests of the Council it would be prudent to get an independent accountant to review the figures before they were signed off and the internal audit was completed. The Clerk will arrange for a meeting with a qualified accountant and the RFO and they will report back to the Council.</p> <p>1080.4 The internal audit has been booked for the 9th June and the Clerk and RFO will attend.</p> <p>1080.5 The Clerk advised that an extraordinary meeting will be required to sign off the Annual Return paperwork, in order to meet the deadline, which has been extended to the 26th June 2017.</p> <p>1080.6 WM advised that the Finance Committee recommended to the Council that the RFO was paid for the additional hours worked in relation to setting up the new finance software and inputting the 2016/17 accounts onto the new system. The Council resolved to make a payment for the 30 additional hours that have been worked by the RFO.</p> <p>1080.7 The Council resolved to renew the insurance policy with Hiscox for the sum of £2,441.22 which is entering the second year of the three-year agreement.</p> <p>1080.8 The Finance Committee had reviewed the new Risk Management Policy produced by the Clerk and recommended that the Council adopt this policy. An addition was made to the policy and the Council resolved to approve and adopt the Policy.</p> <p>1080.9 The Clerk requested that the Council purchase an office chair for use in her home office for the sum of £30 including VAT. The Council resolved the purchase of this equipment.</p>	<p>RFO</p> <p>Clerk/RFO</p> <p>RFO/Clerk</p> <p>Clerk</p>
1081.	<p>Environment & Traffic Committee</p> <p>1081.1 FR has chased up Simon Osbourne and will report back at the next meeting on progress of the Traffic Calming Scheme delivery.</p> <p>1081.2 SID Unit training will be arranged for September. The Clerk and FR will arrange this with Richard Speller. FR/WM will move the units until the training has been completed with volunteers. The draft risk assessment has been completed by the Clerk. The Council resolved a budget of £100 to purchase padlocks, box and fluorescent jackets to be used in relation to the SIDS. In addition, it was noted it would be easier for volunteers to move the units if brackets were left in place permanently, so the Council resolved a further £200 to purchase four further bracket sets. It was noted Richard Speller was concerned about pedestrians injuring themselves on the unit on the current location in the High Street as it was quite low down. However, height restrictions of putting the unit up are difficult as it would not be appropriate to use step ladders. FR noted that the units do not show a speed if the driver is going less than 20mph.</p> <p>1081.3 MB reported he had attended the closing event of the Scarecrow Festival run by Ardingly Safer Streets together with the local MP, District Councillors and other members of the Council. It had been a very successful event and the Clerk was asked to write a thank you letter to the Safer Streets Group and to Hansons for sponsoring the jackets. It was resolved that the expenditure agreed to support this event for the sum of £308.62 would be under S137 for the benefit of the local community.</p> <p>1081.4 Following the budget already being agreed on the purchase of 30mph bin stickers, the Clerk was asked to order 100 x 40mph and 200 x 30mph stickers. SN would arrange distribution and would talk to the Safer Streets group about getting involved.</p> <p>1081.5 TRO relating to Mid Sussex 'School Keep Clear' CMS013MM/NMS8005/SMS8008 was discussed by the Council. Due to the deadline for comments being the 15th June, WM was</p>	<p>FR</p> <p>WM/FR/ Clerk</p> <p>Clerk</p> <p>SN</p>

	delegated by the Council to liaise with St Peters Primary School and circulate any comments to Councillors before the Clerk submitted to WSCC.	WM
1082.	<p>Planning Committee</p> <p>1082.1 The minutes of the meeting held on the 2nd May were circulated and noted.</p> <p>1082.2 DM/17/1943 – Land parcel east of Haycorn, Street Lane, Ardingly – 1 pair of 2 bed semi-detached dwellings and 1 x 2 bed detached dwelling. JA and RC declared an interest in this matter and left the room during the discussion.</p> <p>The Parish Council discussed the application at length and comments noted were both for and against the application. The issue of sustainable development was discussed and 'what is sustainable' which appears to be a vague area at the current time, although aspects of being sustainable include access to schools, facilities, public transport and environmental factors. The Council discussed if the site was a windfall site, as in the NP it is noted these should be in the built-up area and some were concerned about setting a precedence then for other sites. It was also noted that the village needed more smaller homes, although these homes would be sold on the open market and were not a rural exception site where purchase prices would be less. It was commented that the uptake of the affordable housing on the Standgrove site from Ardingly residents had been low. The Council resolved to object to the application – (5 for and 3 against).</p> <p>1082.3 The Clerk had circulated the revised Completion and Commitment list in relation to housing numbers provided by MSDC and this was agreed that is was correct with 51 units (26 completions and 21 commitments).</p>	
1083.	<p>Recreation Ground Committee</p> <p>1083.1 The Clerk advised she would work towards submitting the application this week to MSDC and thanks were given to Sarah Chapman for assisting with the application forms.</p> <p>1083.2 1083.2 It was noted the Council had been successful with their application to MSDC for a grant of £5,000 towards the purchase and installation of a new wooden zipwire. The Council resolved to pay the balance of £5,219 from reserves. The Clerk will arrange the installation and is hopeful it will be ready for the school summer holidays.</p> <p>1083.3 The Clerk reported that a second invoice had been received from the surveyor for a further £1,500 due to additional work involved in amended sketches for the pavilion refurbishment. Derek Stutchbury the Recreation Chair (who was not present at the meeting) had recommended to the Council that only £500 of this invoice was settled, as he felt that the original instruction specification had not been completed in relation to providing the Council with building costs. The Council resolved they would pay £500 of the £1,500 and pay the balance when the costings had been received. It was also noted no estimate had been provided to the Council for these additional works.</p> <p>1083.4 The Clerk advised the Cricket Club had been asking for the damaged areas of grass on the outfield to be repaired following mole activity. The Clerk confirmed that the ground had been rolled and had received a verbal estimated price of £150 to repair the damaged areas. It was resolved to refer this back to the Recreation Ground Committee for discussion. The water heater thermostats were not working in the pavilion and had to be replaced, two quotes were obtained and the work was completed for the cost of £160. Repairs are required to the roundabout and dolphin springer which are quite expensive, the Clerk is awaiting a third quote.</p> <p>1083.5 The Clerk reported that the dog bins were being monitored and was awaiting a report back from MSDC regarding this issue.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Recreation Committee</p> <p>Clerk</p>
1084.	<p>Emergency Planning Committee</p> <p>JA noted that the Emergency Planning Committee will arrange a meeting prior to the Little Mix event at the South of England Showground to ensure contact numbers were up to date, etc.</p> <p>JA will attend the EPLG meeting to be held on the 22nd June.</p>	Emergency Planning
1085.	<p>Training, events and attendance at outside meetings</p> <p>1085.1 South East Water Stakeholders Meeting – 5th May 2017. FR/DS attended and water bottles were being sponsored by South East Water for the Ardingly Fun Run and they wish to attend the Ardingly Summer Fayre with the information trailer providing useful advice for residents.</p> <p>1085.2 North Cluster Meeting – 7th June 2017. Apologies will be sent as no one available to attend.</p>	
1086.	<p>Standing Orders</p> <p>1086.1 The Clerk had updated the Councils Standing Orders and circulated to all members. The Council resolved to approve and adopt the revised document.</p>	

1087.	Ardingly Parish Council Policies 1087.1 The Clerk circulated a new Ardingly Parish Council Training Policy to all members. The Council resolved to approve and adopt the policy.	
1088.	Highways Cluster Group 1088.1 It was noted HHTCIC had recently assisted in removing graffiti in the Recreation Ground. FR requested that they were asked to cut back the vegetation on the causeway.	Clerk
1089.	Little Mix Concert 1089.1 The Chairman declared an interest in this matter and left the room during the discussion. It was resolved that the Clerk would contact Iain Nicol at the South of England Agricultural Society where the event was being held on the 1 st September to arrange a meeting to discuss security and traffic arrangements. RC/JA will attend.	Clerk/JA/ RC
1090.	Community Projects 1090.1 FR advised that Ardingly College are looking for projects within the community. The Council were asked to consider this and bring any ideas to the next meeting.	Councillors
1091.	Silver Sunday 1091.1 The Clerk reported grants were available for Silver Sunday projects to be held in October for activities involving over 65's. The Council resolved to apply for the grant of £250 and Ken and Barbara Monk offered to run an entertainment/tea event.	Clerk/KM
1092.	Christmas Lights 1092.1 RC reported she was awaiting further costs regarding installation.	RC
1093.	Social Media 1093.1 SN suggested the Parish Council put together a Facebook page to promote the Council's activities. The Council resolved this and SN will put this together and maintain.	SN
1094.	CiLCA 1094.1 The Clerk advised she had submitted two CiLCA units of the five and had passed these. She noted that she is working on the last 5 learning outcomes which need to be completed by the 7 th July. In order to complete the work, she has had to work additional hours as she has not had time within the Council hours and will report on this once the course is completed.	
1095.	Consultations There were no consultations.	
1096.	Correspondence The Council had received 12 letters of objection in relation to the application DM/17/1943 Letter from Scouts and Guides regarding event in August and fireworks displays. Email reporting graffiti in the Recreation Ground. Letter from an author of a book 'You Couldn't Make it Up!' a biography about John Victor who was a wartime evacuee in Ardingly. The Clerk will pass to the editor of the Village Voice.	
1097.	Matters arising or for future inclusion on agenda KM advised that work is due to commence on the Clock Tower/roof at Hapstead Hall. PD asked if Councillors had any information regarding activities in the village for the newcomers Information Pack would they please pass it onto her. The Clerk was requested to write a thank you letter to the resident that has looked after the border in The Close as she is no longer able to look after this area.	Clerk
1098.	Future meeting dates Planning Committee Meeting – 4 th July 2017 at 7.00pm Parish Council Meeting – 4 th July 2017 at 7.30pm No meeting in August Planning Committee Meeting – 5 th September 2017 at 7.00pm Parish Council Meeting - 5 th September 2017 at 7.30pm	

MEETING CLOSED AT 9.35 PM