



## ARDINGLY PARISH COUNCIL

Parish Clerk: Sarah Mamoany  
c/o The Post Office 37 High Street Ardingly West Sussex RH17 5TB  
Tel: 01444 226 209  
Email: ardinglypc@hotmail.co.uk

### Minutes of the Ardingly Parish Council Meeting held on Tuesday, 9<sup>th</sup> January 2018 at 7.30pm in the Reading Room at Hapstead Hall, Ardingly

**Present:**

Mr. K. Monk (Chairman)	Mr. S. Noel (SN)
Mrs. P Dennis (PD)	Mr. B. Strutton (BS)
Mrs. F. Rocks (FR)	Mr. J. Aloof (JA)
Mr. R. Lawson (RL)	Mrs. R. Chalk (RC) part of meeting

**In Attendance:**

Mrs. S. Mamoany (Clerk)  
Mrs. H. Schofield (RFO)

Councillor Andrew MacNaughton

#### Comments from the public:

1 member of the public was present

The member of the public asked about arrangements for the Ardingly Summer Fete and was informed that this would be on the agenda for next month for discussion. They also enquired about the impact of the forthcoming concerts at the South of England Showground and were advised that a meeting is to be arranged with Iain Nicol (SEAS CEO) in the forthcoming months with members of the Parish Council.

**As Mick Brixey (Chairman) and Derek Stutchbury (Vice Chairman) were not present at the meeting; in their absence the Council nominated and resolved Ken Monk to Chair the meeting.**

<b>1206.</b>	<b>Procedure Matters</b> 1206.1 Apologies were received from Mick Brixey, Will Meldrum, Derek Stutchbury and Councillor Gary Marsh. The Chairman noted that attendance from Councillors at meetings had been poor over the past 12 months and where possible they should try to avoid missing meetings; as this puts more pressure on other members when fewer Councillors are present. 1206.2 No declarations of interest were made on items on the agenda. 1206.3 The minutes of the Parish Council meeting held on the 5 <sup>th</sup> December 2017 were AGREED and signed as a true and accurate record.	
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1207.	<p><b>Matters arising from the previous minutes not covered elsewhere on the agenda</b></p> <p>Commonwealth Day – It was noted St Peters Primary School and St Peters Pre-School had confirmed attendance at the event.</p> <p>The flagpole has arrived and Mick Brixey will arrange installation, licence has been issued by Highways.</p> <p>RC will speak to St Peters Primary School in regard to the Mary Puckle donation at their next Finance meeting and report back to the Council.</p> <p>Colemans Solicitors sent a further account for £200 which was in relation to the land registry fees in relation to Hapstead Hall which they omitted to put on the first account.</p>	<p>MB</p> <p>RC</p>
1208.	<p><b>Finance</b></p> <p>1208.1 The schedule of payments for December totaling £18,590.46 were circulated by the RFO, the Council <b>resolved</b> the schedule.</p> <p>1208.2 The RFO circulated the financial report. This noted that the VAT return for the first half of 2017-18 has been submitted for £6,331.23. WM was also going to visit the HSBC branch to confirm new signatories and the postal address.</p> <p>1208.3 The final budget figures for 2018/19 were circulated by the RFO to all members. The Council <b>resolved</b> the budget figures.</p> <p>1208.4 The final precept for 2018/19 was circulated and had been calculated at £81,232 an increase of 2.18% on 2017/18. The Council <b>resolved</b> the precept figure of £81,232 which will be submitted to MSDC prior to the 31<sup>st</sup> January 2018.</p>	<p>WM</p> <p>Clerk</p>
1209.	<p><b>Environment &amp; Traffic Committee</b></p> <p>1209.1 Traffic Calming Project. SN reported the complaint letter to Highways had been circulated for information and will be submitted to WSCC Highways as a formal stage one complaint. The next Traffic Committee meeting will be held on the 23<sup>rd</sup> January 2018.</p> <p>FR noted that she will liaise with WM to get data off SID units prior the Traffic meeting.</p> <p>1209.2 A meeting was held with Krishnan Patel the new Ardingly Depot Manager at Hanson's on the 11<sup>th</sup> December where SN/MB/JA attended. SN reported that the new manager was very keen on getting involved in the community and safety on site and the driver behavior of Hanson's HGV's. It was noted that outside contractors are something that he has no control over. A donation of high visibility jackets was given to the Parish Council and Krishnan expressed an interest in getting involved at the Summer Fete and was also considering more signage near the Hansons site.</p> <p>1209.3 Co-option of members onto the Traffic Committee. The Council <b>resolved</b> for Krishnan Patel to join the Traffic Committee to represent Hansons in place of Joel Morris.</p> <p>1209.4 Maintenance of Operation Watershed gullies installed on the causeway. Following conversations with WSCC Highways it appears that these gullies are not on Highways land and therefore should not be maintained by them. The Clerk was asked to contact South East Water in relation to if they owned the land and if they could provide any support to keep them cleaned out so the road does not flood.</p> <p>1209.5 Emergency bus shelter repairs. The Clerk reported that emergency repairs were made to the bus shelter where the shelter had been knocked off its base making it unstable. The costs were £480 and it was <b>resolved</b> that no claim should be made on the insurance due to the excess amount on the policy.</p>	<p>Clerk</p> <p>FR/WM</p> <p>Clerk</p> <p>Clerk</p>
1210.	<p><b>Planning Committee</b></p> <p>1210.1 The minutes of the meeting held on the 5<sup>th</sup> December 2017 were circulated and noted.</p> <p>1210.2 WSCC/040/17/BA Lower Stumble Hydrocarbon Exploration Site, London Road, Balcombe, RH17 6JH Temporary permission for exploration and appraisal comprising the flow testing and monitoring of the existing hydrocarbon lateral borehole along with site security fencing, the provision of an enclosed testing flare and site restoration. It was noted that the Council submitted an objection to this application. The Chairman reported that permission had been granted today by WSCC.</p>	
1211.	<p><b>Recreation Ground Committee</b></p> <p>1211.1 Pavilion refurbishment. JA reported on the meeting held with the MDSC Planning Officer</p>	

	<p>held on the 18th December with MB/DS/JA in attendance. It was agreed from the meeting that DS would liaise with the surveyor on removing the new dormer and leaving the existing which would meet the requirements of the Planning Officer, however little progress has been made. JA offered to contact the surveyor and ask if the drawings could be amended so they could be approved by planning and then the outstanding account would be settled. Councillor MacNaughton advised that they could probably put a line through the dormer that was to be removed and would speak to Nick Rogers at MSDC Planning on the matter. It was proposed to request a further extension of time for 8 weeks depending on the outcomes of conversations with the surveyor. The Council <b>resolved</b> that the working party should meet following conversations with the surveyor and make a decision in relation to the other outstanding matter relating to possible restrictions in parking in the layby to the north of the Recreation Ground due to the additional parking in the Recreation Ground.</p> <p>In relation to the proposed costs of the refurbishment, the Council need to consider if they can achieve what they want with the funds available. The Clerk will arrange a meeting of the Working Party to move forward with the planning issues and the way forward on the project.</p> <p>1211.2 Hire of pavilion to childminder. The Clerk reported that some issues need clarifying on the proposal which she raised in an email to DS/MB on the 14<sup>th</sup> December and also items such as cleaning, schedule of condition, risk assessment. It was noted that this could be discussed at the working party meeting.</p> <p>A damp issue in the social area has been noted by the Clerk will arrange for a builder to attend and report back.</p> <p>1211.3 Border at Oaklands. The Clerk had obtained a quote for £250 to remove the vegetation in the border at the top of Oaklands and for it to be turfed over. The Council <b>resolved</b> to proceed with the works.</p> <p>1211.4 Grounds Maintenance Contract. The Clerk had circulated information with three quotes to all members prior to the meeting. It was resolved to retain the current contractor based on price and service for the three year period 2018-2020. This contract also included 4 visits per year to maintain the border on College Road (outside The Close).</p> <p>1211.5 Public Toilet Refurbishment works. The Clerk reported that she had not yet found any grant sources for the work which will be in the region of £2,000 - £2,500, the Clerk was asked to continue looking for funding opportunities.</p> <p>1211.6 Dog bins and signage. JA reported that the dog bins outside the Showground are often full and over flowing onto the floor. The Clerk contacted MSDC in relation to signage and was advised the Street Services Officer will have a look to see if any signage could be put up near to the bins to deter dog walkers from doing this and taking it home with them. Other options are increasing the service, which the Council have not budgeted for this year. JA suggested that an article could be sent to the Mid Sussex Times asking for dog walkers to be considerate. It was noted that this problem seems to increase with the wet weather.</p>	<p>JA</p> <p>Working Party</p> <p>Clerk</p> <p>Working Party</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk/JA</p>
<p><b>1212. Emergency Planning Committee</b></p>	<p>1212.1 The purchase of an additional salt bin was discussed and the Council <b>resolved</b> a budget of £400 from the Winter Reserves to purchase one for Street Lane (near to the Holmans entrance) JA had located a suitable location and the Clerk will check with Highways in relation to permission to install.</p> <p>RC wished to note that an accident had recently occurred in Street Lane on the corner by the Pre-School. The Clerk noted she had spoken with Richard Speller (WSCC Highways) and should Parish Councillors wish to put salt down on areas, then they just need to register as volunteers (if not already done so). No liability will be on the Parish Council. It was suggested that a member of the Council speak with the Pre-School to inform them of the salt bin location and the salt is for public use.</p> <p>JA noted he had attended the EPLG meeting on the 8<sup>th</sup> December and the next meeting would be held on the 29<sup>th</sup> March 2018.</p>	<p>Clerk</p> <p>RC/FR</p>
<p><b>1213. Training, events and attendance at outside meetings</b></p>	<p>1213.1 MSDC Town &amp; Parish briefing Site Allocations Plan Meeting – 1<sup>st</sup> March 2018 – DS/MB to attend if available the Clerk has reserved two places.</p> <p>1213.2 Meeting with Southern Water in relation to tanker movements – 15<sup>th</sup> January 2018 – RL/DS to</p>	<p>DS/MB</p>

	<p>attend on behalf of the Parish Council 1213.3 North Mid Sussex CLC meeting – 1<sup>st</sup> March 2018 – RC/FR will attend. RC reported she has figures in relation to school transport and will take them to the meeting.</p> <p>MSALC Conference – 23<sup>rd</sup> February 2018 – FR to attend</p> <p>The Clerk is attending the Society of Local Council Clerks training seminar on the 21<sup>st</sup> March 2018.</p>	<p>RL/DS RC/FR FR Clerk</p>
<b>1214.</b>	<p><b>Allotments</b> 1214.1 The Clerk reported she was awaiting to hear from the College in relation to the water charges. The Council requested that invoices were sent out without the water charges due to the long delay in resolving the issue with a note on the invoices.</p>	Clerk
<b>1215.</b>	<p><b>Highway Cluster Group</b> 1215.1 It was noted that Steve Trice had mislaid the payment of £500 and the RFO had raised a replacement cheque.</p>	
<b>1216.</b>	<p><b>Social Media and Website</b> 1216.1 WM had raised the issue of a Social Media Policy but was not present at the meeting. The Clerk will look to produce a draft policy for the next meeting.</p>	Clerk
<b>1217.</b>	<p><b>Remembrance Day 2018</b> 1217.1 The Council <b>resolved</b> a budget of £100 in relation to the purchase of a wreath and poppies which would be put up around the village. The Council had received a letter in relation to the Silent Soldier and the Clerk was asked to find out about the costs related to this to mark the WW1 Centenary Commemorations.</p>	Clerk
<b>1218.</b>	<p><b>Consultations</b> 1218.1 Public Rights of Way Consultation – circulated to all members, no comments made. 1218.2 Consultation on M23 Junctions 8-10 Smart Motorway Scheme – circulated to all members, no comments made.</p>	
<b>1219.</b>	<p><b>Correspondence</b> Email from Ardingly Cricket Club in relation to the use of the pavilion for inter country U10-U13 festival to be held in the summer The Club were requesting the Councils support for this event and if the pavilion or changing rooms could be made available. The Council <b>resolved</b> to support the event by not charging, however if the building did require additional cleaning this would be charged to the Cricket Club. It was noted that the social area might not be available, but the Cricket Club had indicated that just the use of the changing facilities with toilets would be acceptable.</p> <p>Email from resident in regard to the poor condition of the access road to the tennis courts. The Council acknowledged the roadway was in need of some work. It was suggested that the Council approach Hansons to see if they would be able to assist with materials and quotes should be obtained.</p> <p>Email from Iain Nicol, SEAS in relation to second concert date to be held at the Showground, it was suggested a meeting was arranged in the next couple of months. The Council resolved that the meeting would be arranged with JA/RC/FR/SN and the Clerk in attendance.</p> <p>Advance notice of the London to Brighton Cycle Ride – 16<sup>th</sup> September 2018 Advance notice of the UK Cycle Event to start and finish at the South of England Showground - 3<sup>rd</sup> March 2018.</p> <p>Booking request for dates for Waste Freighter had been received from MSDC. The Clerk was asked to book either 15<sup>th</sup> or 22<sup>nd</sup> April and 7<sup>th</sup> or 14<sup>th</sup> October 2018.</p>	<p>Clerk SN/Clerk Clerk/JA RC/FR/SN Clerk</p>
<b>1220.</b>	<p><b>Matters arising or for future inclusion on agenda</b> Items for inclusion on February agenda: Ardingly Summer Fete and Fun Run Royal British Legion Silent Soldier</p>	All

	<p>The Clerk reminded all Chairman that annual reports needed to be completed by the 30<sup>th</sup> January for submission to the Village Voice.</p> <p>At the end of the meeting Councillor Ken Monk tendered his resignation to the Parish Council. Following his 35 years on the Parish Council a vote of thanks was given for all his hard work over these years.</p>	Chairman
<b>1221.</b>	<p><b>Staffing Matters</b></p> <p>1221.1 Clerks annual leave. The Clerk wished to request that she could carry over 5 days of her 2017 annual leave into 2018, which is noted in her contract. The Council <b>resolved</b> this request.</p>	
<b>1222.</b>	<p><b>Future meeting dates</b></p> <p>Planning Committee Meeting – 6<sup>th</sup> February 2018 at 7.00pm  Parish Council Meeting – 6<sup>th</sup> February 2018 at 7.30pm  Planning Committee Meeting – 6<sup>th</sup> March 2018 at 7.00pm  Parish Council Meeting – 6<sup>th</sup> March 2018 at 7.30pm</p>	

**MEETING CLOSED AT 9.16 PM**