



ARDINGLY PARISH COUNCIL

Parish Clerk: Bernadette Cox
c/o The Post Office, 37 High Street, Ardingly, West Sussex, RH17 6TB
Tel: 01444 226 209 Email: ardinglypc@hotmail.co.uk

Minutes of the Remote Ardingly Parish Council Meeting held on Tuesday 8th June at 7pm on the Microsoft Teams Platform

Present

Councillor D. Stutchbury (Chairman)
Councillor C. Hotblack (Vice Chairman)
Councillor P Burr
Councillor R. Chalk
Councillor L. Davis
Councillor J. Horsman
Councillor J. James
Councillor K. James
Councillor M. Meldrum
Councillor B. Strutton

In Attendance Mrs. B Cox (Parish Clerk)
Mr. R. Wheatley (RFO)

1521.1 Public Questions

David port raised the issue of parking in relation to SEAS events. He explained that historically free parking was offered as part of Event ticketing and the current events do not appear to offer this. He asked if the PC have approached SEAS to consider potential impact of event parking issues in the village.

Councillor Horsman advised that SEAS have previously advised there is a large cost to SEAS to offer free Parking and that cost would then be passed on to event goers, which may render the events uneconomical. Fiona Rocks suggested that the PC must challenge them on the potential parking issues in relation to events.

Councillor Meldrum explained the PC are in ongoing conversations with the Showground and Parishioners in relation to the impact of events on the village including parking. Parishioners should report any SEAS related issues to the Parish Council.

Councillor K James relayed that SEAS did mention on Facebook that they would be offering villagers free parking in the red car park during the upcoming South of England Show.

Councillor Stutchbury mentioned to David Port that a van had been parking in the Recreation Ground during cricket matches and that permission needed to be sought from the Parish Council for this to continue.

<p>1621</p>	<p>Procedural Matters</p> <p>1621.1 To vote to conduct this meeting remotely</p> <p>The Clerk explained to the Parish Council that the authority for Parish Councils to hold remote meetings expired on the 7th May 2021 and this meant that if the Parish Council were going to hold a remote meeting in absence of this authority the meeting would be considered unlawful and all decisions made could be challenged legally.</p> <p>The Clerk explained to Councillors the implications of holding remote meetings without the appropriate legislation. The Parish Council voted 9/1 to conduct the meeting remotely as “they” felt that currently the risk to public health created by holding the meeting “Face to Face” could not be mitigated.</p> <p>Councillor Strutton remarked that he voted no as he was aware other organisations such as Meeting Point had been meeting “Face to Face” safely.</p> <p>1621.2 To accept apologies for absence</p> <p>Councillor Taylor offered his apologies</p> <p>1621.3 To accept any declarations of interests</p> <p>There were no declarations of interest received.</p> <p>1621.4 To confirm and sign the minutes of the Parish Council meeting held on the 6th of May 2021</p> <p>It was noted that there was a sentence at the start of the DRAFT May minutes concerning the 2 minutes silence held for HRH The Duke of Edinburgh during the April PC Meeting. The Clerk explained this was Clerical error and will be removed.</p> <p>After discussion Councillors felt that they did not receive the minutes from the Clerk in “good time” prior to the meeting and as such the minutes of the May meeting were deferred for signature until the July PC Meeting.</p>	
<p>1721</p>	<p>Governance</p> <p>1721.1 To review and approve the Terms of Reference for the Staffing Committee</p> <p>The Terms of Reference for the Staffing Committee were reviewed and an amendment made to the membership of the Committee to include “and two other nominated Councillors”</p> <p>The Terms of Reference for the Staffing Committee were unanimously APPROVED</p>	
<p>1821</p>	<p>Clerks Report</p> <p>1821.1 To receive the Clerks Report</p>	

	<p>Members had been supplied with a copy of the Clerks Report prior to the meeting.</p> <p>Councillor Chalk queried the Clerks information under item “2121.4 To discuss and approve the payment of the Churchyard Grant for 19/20 and 20/21” in her report. The Clerk explained that if Councillor Chalks query was to enter into discussion on the item this should be done under the agenda item. This agenda item is to query information within the report if it is not clear/understood.</p> <p>After discussion the contents of the Clerks report were accepted and APPROVED</p>	
<p>1921</p>	<p>Finance</p> <p>1921.1 To receive and approve the schedule of payments since the last meeting</p> <p>The RFO advised the following key payments had been made since the last meeting;</p> <p>£10,689.18 PWLB</p> <p>£3,987.19 Annual Charge for Street lighting</p> <p>£905.52 Dog Bins</p> <p>The following key Income was received;</p> <p>£540 Advertising Summer Village Voice</p> <p>1921.2 To receive the Finance Report</p> <p>The RFO advised that there are still issues with the Business charge cards, The RFO’s sir name has been misspelt and the Clerk doesn’t have hers at all. He will be Chasing both cards as a matter of urgency.</p> <p>The RFO explained that a VAT return of £3051.92 has been submitted to HMRC and subsequent returns will be submitted quarterly.</p> <p>Annual accounts and audit have been approved and these will be sent to the External Auditor and posted on the PC website before end of June</p> <p>Councillor Hotblack asked if they had been approved and the RFO explained they were approved at the recent Extraordinary Meeting and they are awaiting the Chairman’s signature before they can be sent off.</p> <p>Councillor J James asked if invoices for Clubs using the Pavilion/Recreation Ground had been raised.</p> <p>The RFO advised this had not happened as it was his understanding that the decision was made not to charge for 20/21 due to the Covid restrictions that have prevented full use of the facilities.</p> <p>The Clerk explained the Rec committee need to meet to discuss the issue.</p> <p>Councillor J James asked if the Easter Egg Payment had been made. The RFO explained this had not but he now had the recipients bank details and the Clerk had the</p>	

	<p>receipts so the payment would be made in the coming days.</p> <p>The Finance Report was accepted and APPROVED</p>	
2021	<p>Planning Committee</p> <p>To consider planning applications as below and any others which may arise in the meantime</p> <p>2021.1 To discuss and agree comments on the Lindfield 7.5 Tonne Lewes Road Weight Restriction Consultation</p> <p>Councillor Hotblack asked if everyone knows where this road is, Members did not, so Councillor Hotblack explained the road is the Lewes Road, as you come down the Lindfield High Street it's the road opposite the Co Op. They want to put a weight restriction on that road. It is a narrow junction.</p> <p>Councillor J James suggested that the problem may potentially be redirected elsewhere and that the PC also need to know the volume of traffic that may be redirected and where the extra traffic will go before commenting.</p> <p>After discussion it was agreed that the Council will write to Lindfield Parish Council to ascertain more information on the impact on Ardingly before making comment.</p> <p>It was agreed Councillor Burr and Councillor Hotblack will liaise to create a letter to be sent to Lindfield Parish Council.</p>	
2121	<p>General Matters</p> <p>2121.1 To receive an update from the Pavilion Working Party</p> <p>Councillor J James said the Clerk has been chasing the preferred contractor for phase 1 and he has come back and said he will as a matter of urgency come back with a timescale for the works as well as giving us a formal quote for our records.</p> <p>After discussion it was agreed that the Clerk will chase again if the contractor does not come back by end of day Thursday this week (10th June).</p> <p>The Clerk explained the update reference the Architects is as per the Clerks report.</p> <p>However Councillor J James has since contacted Alan Sharpe and asked him to come back by end of play today. The Clerk explained she had not received anything yet. Councillor J James will chase again tomorrow.</p> <p>2121.2 To receive an update from the SA25 Working Party</p> <p>Councillors Hotblack and J James have been working on prep for the DPD examination and have reviewed the PC statement from the 2nd consultation and compared it against the Inspectors MIQ. As part of this process they have attended meetings with the AONB and CPRE.</p> <p>Councillors Hotblack and J James met this afternoon and will prepare a summary document to refer to during the examination.</p>	

Councillor Hotblack explained that SA25 is the 3rd site on agenda for the nominated day.

Councillor J James explained there will not be any deviation from 2nd consultation submission and they will be focusing on local need and whether this can be met in another way. They will also focus on the detrimental impact/sustainability of developing within the AONB.

The PC will stress that they believe 70 units is still Major development within the AONB and the village doesn't have local need.

They explained that the AONB have said they agree with methodology in terms of the definition of "Major Development" but not how it has been applied and the conclusion

Claire Tester has been told by the Inspector she must attend.

Councillors Hotblack and J James explained they will request a site visit with the Inspector, MSDC and the Developer.

Councillor K James asked if Claire Tester attendance is due to SA25 or are their other AONB sites.

Councillor J James explained there are 7 sites being considered and the reason for her attendance is around the AONB sites of which there are 4, SA25 is the largest.

2121.3 To receive an update on the Maintenance Contractor

The Clerk explained that the "Job Father" is now the PC's preferred contractor and he walked around with the Clerk and the Chairman on Friday the 4th of June and identified repairs within the Recreation Ground, and Pavilion, Toilets, Hapstead Hall etc.

He has signposted the Clerk to an APP to record these repairs so the PC can have a "live" job sheet for him to work off/monitor, works will be prioritised and assigned.

"The Job Father" confirmed his hourly rate is inclusive of VAT and he does not add any charges onto materials/parts he purchases for works.

2121.4 To discuss and approve the payment of the Churchyard Grant for 19/20 and 20/21

Councillor Chalk stated that on the minutes of the Finance Committee held in November 2018 under item 1373.4 it was resolved that the grant would be £350 for 19/20 budget.

The Clerk then shared the subsequent 4th of December 2018 Parish Council minutes "live" evidencing the approved grant increase from £350 to £500 for 19/20

She also shared the letter the then clerk had sent informing the Church that the grant had been raised from £350 to £500

Councillor M Meldrum asked how much does it cost to upkeep the Churchyard and Councillor Chalk explained St Peters Church usually provide accounts but this was last done in 16/17.

Councillor J James said he understood we don't ask for the accounts as it is a grant.

	<p>The Clerk explained that the shortfall of £150 had not been budgeted for/paid for 2019/20 and 2020/21 and this shortfall needed to be approved for payment.</p> <p>After discussion it was unanimously approved that the £300 shortfall will be paid to St Peters at the earliest opportunity.</p> <p>The RFO asked if this grant is instigated by the PC or do “we” wait to be asked as moving forward he felt it would be more appropriate that this payment be made to St Peters when the precept payment is received. The Clerk explained that there is no grant policy so the RFO’s suggestion is appropriate.</p> <p>councilor Chalk asked the PC “should we request accounts?”</p> <p>In response Councillor K James asked “do we need them?”</p> <p>Councillor Chalk remarked “do we need proof of what its being spent on?”</p> <p>Councillor J James suggested better solution might be a review period for all grants in a grant policy. This was noted by all.</p>	
<p>2221</p>	<p>Matters of public urgent importance or for future inclusion on agenda</p> <p>2221.1 WSALC Invoice 20/21</p> <p>The Clerk explained that an invoice for £551.84 from WSALC had been received and the PC needed to resolve if they were going to continue accessing WSALC services for the year 20/21.</p> <p>After discussion it was unanimously APPROVED that the Invoice to WSALC be paid and the PC membership of WSALC continue for the year 20/21.</p> <p>2221.2 GRASS Verges in the Village</p> <p>Councillor Strutton explained his disappointment that the grass verges in the Village had not yet been cut. Councillor Stutchbury explained he saw MSDC this morning up and down College Road and Street Lane with a Road Sweeper, Leaf Blower and Weed Killer.</p> <p>Councilor Stutchbury suggested a member of the PC should meet with the local MP in relation to the services received by the Parish from MSDC.</p> <p>Councilor Chalk asked “Can we pay the service providers for extra cuts?”</p> <p>The Clerk explained she believed “we” can and she would investigate this and report back to the Council.</p> <p>2221.3 Concerts at SEAS</p> <p>Councilor Horsman asked if the PC had, had any communication with SEAS on upcoming Events. Councillor M Meldrum explained there is an ongoing conversation re communication and closure of gaps in terms of sharing information.</p>	

2321	Future meeting dates 2321.1 The next meeting of the Parish Council is to be held on the 13th of July 2021 at 7pm	