



## **ARDINGLY PARISH COUNCIL**

Parish Clerk: Bernadette Cox  
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### **Minutes of the Remote Ardingly Parish Council Meeting held on Tuesday 13<sup>th</sup> July 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)

#### **2421.1 Public Questions**

David Port spoke to the Council explaining that Ardingly Cricket Club had, had a very successful Junior Cricket Summer with Local Children on Wednesday evenings, he explained that 15 St Peters children attended with a handful of Handcross and Ardingly College Pupils attending also.

David Port also mentioned he had emailed the PC reference support with Summer Cricket sessions, after discussion it was felt that the short notice of the email and the requests within, that on this occasion the Parish Council did not have enough time or information to support the Summer Cricket Camps

David Port then asked if the Cricket Club who were playing during the meeting could use the Pavilion Toilets and the Clerk advised that they couldn't use the facility as it was closed during the Phase 1 refurbishments and is "a building site"

Fiona Rocks also spoke to the Council to express she was disappointed that the Pavilion hasn't been open for Local Clubs to use.

<p><b>2521</b></p>	<p><b>Procedural Matters</b></p> <p><b>2521.1 To vote to conduct this meeting remotely</b></p> <p>The Clerk explained to the Parish Council that the authority for Parish Councils to hold remote meetings expired on the 7<sup>th</sup> 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 unanimously 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><b>2521.2 To accept apologies for absence</b></p> <p>Councillor K James offered her apologies</p> <p><b>2521.3 To accept any declarations of interests</b></p> <p>There were no declarations of interest received.</p> <p><b>2521.4 To confirm and sign the minutes of the Parish Council meeting held on the 6<sup>th</sup> of May 2021</b></p> <p>The minutes of the Parish Council meeting held on the 6<sup>th</sup> May 2021 were duly <b>APPROVED</b> by the Council and the Chairman will sign a copy of the same as a true and Accurate record of the proceedings once the government restrictions in place for Covid19 are lifted.</p> <p><b>2521.5 To confirm and sign the minutes of the Parish Council Meeting held on the 8<sup>th</sup> of June 2021</b></p> <p>The minutes of the Parish Council meeting held on the 8<sup>th</sup> June 2021 were duly <b>APPROVED</b> by majority 9/1 abstain by the Council and the Chairman will sign a copy of the same as a true and Accurate record of the proceedings once the government restrictions in place for Covid19 are lifted.</p>	
<p><b>2621</b></p>	<p><b>Clerks Report</b></p> <p><b>2621.1 To receive the Clerks Report</b></p> <p>After discussion the contents of the Clerks report were accepted and <b>APPROVED</b></p>	
<p><b>2721</b></p>	<p><b>Finance</b></p> <p><b>2721.1 To receive and approve the schedule of payments since the last meeting</b></p>	

	<p>The RFO advised the following key payments had been made since the last meeting;</p> <p>The payments since the last meeting totaled 25,568.58</p> <p>The significant payments were as follows;</p> <p>£10,689 to the PWLB, £905.52 Dog Bins, £3987.19 Street Lightning, Salaries £3074.48, £ 904.28 Cleaning Invoices for the four months to end of May 21, £2595.04 "Came and Co" Insurance Policy to 31<sup>st</sup> May 2022, £551.84 WSALC and NALC to 31<sup>st</sup> March 2022</p> <p>The RFO advised that the £500 St Peters Church yard grant is now an Annual standing Order</p> <p>The following income was received;</p> <p>£3.20 for a Tennis Court Hire</p> <p>£60 chasing of VV advertising</p> <p><b>2721.2 To receive the Finance Report</b></p> <p>The RFO advised that he would Chase again for the Corporate Cards, there was an issue with the RFO's and the Clerk hasn't received hers</p> <p>The RFO advised that VAT recoverable showing with HRMC is £1292.00 and the End of Year Accounts and Statement were sent to External Auditors for the 30<sup>th</sup> June</p> <p>Councillor Taylor asked what period the payments for the Street Lightning and Dog Bins are for, the RFO confirmed these were annual invoices</p> <p>Councillor Meldrum asked if we could chase the cleaners on their cleaning schedules</p> <p>The Clerk explained she had asked them to provide their cleaning schedules but had, had no response</p> <p>Councillor Hotblack asked should we challenge them</p> <p>Coucnillor Meldrum remarked that she would be Happy to support the Clerk to chase this.</p> <p><b>The RFO left the meeting at this point</b></p>	
2821	<p><b>Planning Committee</b></p> <p><b>To consider planning applications as below and any others which may arise in the meantime</b></p> <p>Councillor Hotblack asked if everyone reviewed the documentation, all Councillors stated they had</p> <p><b>2821.1 DM/21/2278 and 2269 Refurbishment of the store area in the existing outbuilding and the introduction of two new windows, Jordans, Church Lane, Ardingly, Haywards Heath</b></p>	

	<p>After discussion it was AGREED that a comment of NO OBJECTION would be made with the note that this NO OBJECTION is made with the expectation that all grade 2 requirements will be honoured</p> <p><b>2821.2 DM/21/2307 Proposed extension of garden office to rear, 49 Munnion Road, Ardingly Haywards Heath</b></p> <p>After discussion it was AGREED that a comment of NO OBJECTION would be made</p> <p><b>2821.3 DM/21/2346 First Floor rear extension,1 Viewlands, College Road, Ardingly Haywards Heath</b></p> <p>After discussion it was AGREED that a comment of NO OBJECTION would be made</p> <p><b>2821.4 DM/21/2433 American Barn with 6 internal stables, wash area, feed and tack rooms together with an unfenced outdoor arena (manege) on the site of an existing agricultural and equestrian stud farm, Fulling Mill Farm Stud, Selsfield Road, Ardingly Haywards Heath</b></p> <p>Councillor Hotblack suggested in view of the size and building in an AONB, The Parish Council should view it, DS agreed</p> <p>It was AGREED that Councillor Hotblack to arrange viewing before comment date of 22<sup>nd</sup> July 2021</p>	
<p><b>2921</b></p>	<p><b>General Matters</b></p> <p><b>2921.1 To receive an update on the annual Scare Crow Event</b></p> <p>Tamara Nelson gave a verbal brief on the upcoming 4<sup>th</sup> Ardingly Scarecrow Festival. Which we will be held 2<sup>nd</sup> to 9<sup>th</sup> of October</p> <p>The key points were as follows;</p> <p>Ardingly Connected Together will be holding a joint event on the 8<sup>th</sup> of October for a celebration event and to vote for the winner of the best Scarecrow</p> <p>The Parish Council Grant will pay for advertising and stationary. Scarecrows are made by residents</p> <p>Each year appx 60 Scarecrows are displayed around the village</p> <p>The Speed Limit event brings the community together to reinforce speed limits</p> <p>Councillor Meldrum suggested that given that this is an Important traffic event within the village that maybe the PC could apply for some road closures to support the event</p> <p>The Clerk advised road closures for this reason would not be possible</p> <p>Councillor Stutchbury suggested maybe an alternative would be to ask the PCSO attend that week</p>	

Councillor Hotblack suggested the Traffic WP meet and try and compliment the event.

The Chairman thanked Tamara Nelson for organizing the event

### **2921.2 To receive an update from the Pavilion Working Party**

The Clerk updated the Council verbally as follows;

Alan Sharpe was instructed on the 28<sup>th</sup> of June to Revise the Pavilion Building regulation drawings and the specification broken down as follows;

Create plans ready for submission of a building regulations application (£450)

Create revised specification for tendering (£400)

RBPM Solutions were instructed on the 20<sup>th</sup> May to commence Phase 1 works on the Pavilion and asked to provide a completion date for said works. However, after significant chasing they came back on the 21<sup>st</sup> June informing us they could not complete the works as agreed.

The Job Father has now been instructed to complete the Phase 1 works as a priority

The timeline/completion date of the works needed prior to reopening the Pavilion will guide the reopening date of the Pavilion.

Essentially the Pavilion Refurb is stalled until Alan Sharpe completes his work, once he comes back to us the next step will be sending the refurb spec out to contractors as per the tender process.

Coucnillor Stutchbury added that the Preferred Contractor is doing well and is even completing extra jobs over and above remit.

### **2921.3 To receive an update from the SA25 Working Party**

Councillor Hotblack advised that he attended the Inspector's DPD Hearing via Zoom, CPRE also attended and were very vocal. Claire Tester attended but was less vocal. Councillor J James, and Steven Surgeoner also attended

Coucnillor Hotblack explained there were four possible outcomes in terms of SA25;

Up to 100 units as per charterhouse preference

70 Units as per MSDC current plan

A further reduction

Or Remove SA25 from DPD

Councillor Hotblack explained he feels it is unlikely to go back to 100 and that the Inspector had a walk around with him and Steven Surgeoner

Once the hearings are complete the recommendations to MSDC will come in, they are not mandatory but MSDC will need a good reason not to follow them.

There is no date for these recommendations yet nor has any outline planning been submitted by charterhouse

Councillor Meldrum asked if there is more to do on this from the PC's perspective

Councillor Hotblack advised not currently as no more action can be taken until the outcome of the Inspectors Hearings

Councillor J James added that he felt aware that Claire Tester works on behalf of MSDC as she "sat on the fence" towards MSDC and development on the site

Councillor J James offered his thanks to Katherine and Steven Surgeoner for all their support

Clerk to send a letter expressing the PC's thanks

#### **2921.4 To receive an update from the Traffic Working Party**

Councillor Davis explained she would like to discuss what the Traffic WP have been working on

She explained the WP feel that the top priority within the village is pedestrian safety.

Pedestrians are pushed due to overgrown hedges or on bin days.

Pavements on College Road are close to Road

It is unclear how to cross the road at junctions. Near hairdressers/BL. Unclear for Drivers also.

To date the PC have been working towards Traffic Calming. However they have not been able to make any headway due to lack of funding, scale or depth of project.

The Traffic WP have been working on a "Simple" plan, that the PC can afford

WSCC Community Highways Scheme deliver annual schemes within Sussex

Each Village can submit an application and then WSCC Review and rank each application and then if successful the application is approved to be included in the annual program.

Last time applications were 40 submitted, 12 across Sussex were approved.

If the Parish Council supports the application, then WSCC feel this demonstrates Community Support

The Scheme itself uses loans, grants and S106 money.

The Traffic WP requires approval for the following;

To send letters to residents about hedges requesting cutting them back to property boundaries.

To submit the application for the community highways scheme by end of July for 21/22

Which includes but is not limited to;

propose moving sidewalks on College Road inward replace grass verge or widen footpath.

Crossing at Lodgelands.

Make existing crossing clearer. Hairdressers from college road and legion side of the road. Currently nothing indicating to drivers and pedestrians who has right of way

Counillor Davis explained this issue has an immediacy.

After discussion it was felt that in principle the application was positive, however it was felt the Traffic WP should look at the application in more detail and clarify elements before submission in particular where the funds will be “coming from” that would pay for the works

**2921.5 To discuss the Parish Council involvement in the Ardingly MSDC Play Day on the 19<sup>th</sup> of August 2021**

The Clerk explained that in 2018 the Parish Council supported the Ardingly MSDC Play Day Pilot.

The MSDC Play Days are free events hosted by MSDC at various locations across Mid Sussex, the days consist of various free activities for Local Children over the Summer Holidays.

Ardingly’s Play Day was successful in 2018 and the PC supported this event by providing refreshments, advertising and funding Tennis Coaches for the duration of the Event so the Local Children could access Coaching for free.

The expectation is that the PC will do the same this year

**Counillor K James joined the meeting at this point**

**2921.6 To approve the cost of £120 for Tennis Coaching to support the Ardingly MSDC Play Day on the 19<sup>th</sup> of August 2021**

It was unanimously APPROVED that the PC would fund the Tennis Coaching for the Ardingly Play Day up to the value of £120

**2921.7 To approve the cost of up to £100 for printing to support the advertisement of the Ardingly MSDC Play Day on the 19<sup>th</sup> of August 2021**

Councillor Meldrum suggested that three A1 posters usually cost appx £30 from the Print Room

After discussion It was unanimously APPROVED that the PC would support the local advertisement of the MSDC Play Day by funding the printing of the posters up to the value of £30

	<p><b>2921.8 To approve the cost of up to £50 for refreshments to support the Ardingly MSDC Play Day on the 19<sup>th</sup> of August 2021</b></p> <p>After discussion It was unanimously APPROVED that the PC would provide refreshments for the MSDC Play Day up to the value of £50</p> <p><b>2921.9 To discuss Mobile Food Caterers use of the Ardingly Recreation Ground whilst the Pavilion is closed</b></p> <p><b>The Clerk explained Ardingly Cricket Club emailed requesting permission for one of the players to park his food van at the Recreation Ground to provide Tea and Coffee to the Cricket Club free of charge while the Pavilion remains closed</b></p> <p>After discussion It was unanimously APPROVED that the “Curry Leaf” food truck park at the Recreation Ground during Cricket Events until such time as the Pavilion is open for use</p> <p><b>2921.10 To approve the donation of £50 for the Parish Council wreath provided by the British Legion for Remembrance Sunday</b></p> <p>After discussion It was unanimously APPROVED that Councillor Strutton contact the British Legion to order the Parish Council Remembrance Wreath for a donation of £50</p> <p><b>2921.11 To discuss and approve the Risk Assessment for the potential return to “face to face” meetings in September</b></p> <p>After discussion it was felt that due to rising Covid cases in Sussex that the decision to return to “Face to Face” be deferred until September</p>	
<p><b>3021</b></p>	<p>Matters of public urgent importance or for future inclusion on agenda</p> <p><b>3021.1</b> Councillor Taylor raised David Ports email request for £270 to promote Youth Cricket Coaching during the Summer as he felt the Parish Council should support the venture</p> <p>The Clerk explained she was unsure if the Parish Council were able to contribute to a scheme like this if the Cricket Club were charging for attendance as this would make the Coaching a commercial venture so this would need to be checked with the RFO</p> <p>After discussion it was felt that the Parish council did not receive enough notice or information with regards to the request and on this occasion could not support the request</p> <p><b>3021.2</b> The Chairman proposed that due to the confidential nature of an item he wished to raise namely matters affecting staff the press and public should be excluded from this part of the meeting</p> <p>It was then unanimously AGREED to exclude the Public/Press</p> <p>The Chairman read a confidential prepared statement to Full Council. There was no discussion to minute.</p>	
<p><b>3121</b></p>	<p><b>Future meeting dates</b></p>	

	3121.1 The next meeting of the Parish Council is to be held on the 14 <sup>th</sup> September 2021 at 7pm	
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