



ARDINGLY PARISH COUNCIL

Parish Clerk: Bernadette Cox
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Minutes of the Remote Ardingly Parish Council Meeting held on Tuesday 12th October 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 Horsman
Councillor K. James
Councillor M. Meldrum
Councillor B. Strutton

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

4821.1 Public Questions

There were no Public Questions received

4921	Procedural Matters	
	4921.1 To vote to conduct this meeting remotely	
	The Clerk explained to the Parish Council that the authority for Parish Councils to hold remote meetings expired on the 7 th of 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.	

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.

It was unanimously **APPROVED** that this meeting will be held remotely

4921.2 To accept apologies for absence

Councillor Horsman offered his apologies.

4921.3 To accept any declarations of interests

There were no declarations of interest received.

4921.4 To confirm and sign the minutes of the Parish Council meeting held on the 14th of September 2021

The minutes of the Parish Council meeting held on the 14th of September 2021 were duly **APPROVED** (with one 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.

4921.5 To confirm and sign the minutes of the Ardingly Parish Council Staffing Committee meeting held on the 29th of September 2021

The minutes of the Parish Council Staffing Committee meeting held on the 29th of September were duly **APPROVED** (with one 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.

4921.6 To appoint another Councillor to the Staffing Committee to fill the vacancy created by the recent resignation

After discussion it was unanimously **APPROVED** that Councillor Paul Burr will be added to the membership of the Staffing Committee

4921.7 To receive an update on the Ardingly Parish Council Casual Vacancy

The Clerk explained that after the resignation of Councillor J James, the casual vacancy procedure was triggered, this involved the publication of notice of vacancy (this was published on the PC website on the 23rd of September). Electors then had 14 days from publication to submit a call for an election. If no call was received, The PC would be free to co-opt.

However, a call for election was received and the process is now being managed by MSDC. Polling Day has been set for the 25th of November, should only one nomination be received that candidate will be elected uncontested and the Polling Day cancelled but If more than one nomination is received the election will go ahead as per “normal” elections and the candidate with the highest number of votes will be elected

	<p>The village will be receiving polling cards regardless on the 18th of October to ensure all have been given the ability to vote should the election go ahead.</p> <p>Any electors interested in nominating themselves for election must contact MSDC elections expressing an interest and they will receive an application form</p>	
5021	<p>Clerks Report</p> <p>5021.1 To receive the Clerks Report</p> <p>After discussion the contents of the Clerks report were accepted and APPROVED</p>	
5121	<p>Finance</p> <p>RFO was not in attendance due to technical difficulties</p> <p>5121.1 To receive and approve the schedule of payments since the last meeting</p> <p>The schedule of payments since the last meeting was accepted and APPROVED</p> <p>The key items highlighted were as follows;</p> <p>£3429.46 for September Salaries Receipt of £43,951 in respect of the 2nd half of the precept from MSDC</p> <p>5121.2 To receive the Finance Report</p> <p>The Finance Report was accepted and APPROVED</p> <p>The key items highlighted were as follows;</p> <p>The RFO updated the Full Council on the External Audit, He explained that Moore had provided a statement for the PC to be published on the website explaining that the audit was still in process. The Clerk confirmed this was posted as described.</p> <p>The RFO explained that the Clerk had her APC Card but as yet he did not.</p> <p>Councillor Meldrum asked for details of the cleaning contractor for the Pavilion to be shared with her.</p> <p>Counillor Horsman asked when the precept is paid to the PC and the RFO explained it is twice yearly usually Apr and Sept</p> <p>5121.3 To ratify the contribution of £150 for the cost of publicity for the Big Green Week hosted by Ardingly Connected Together agreed at the September PC Meeting</p> <p>After discussion the contribution of £150 to Ardingly Connected together was APPROVED 6/2 abstains</p>	
5221	Planning Committee	

	<p>To consider planning applications as below and any others which may arise in the meantime</p> <p>Councillor Hotblack asked if everyone reviewed the documentation, all Councillors stated they had</p> <p>5221.1 DM/21/2694 Proposed loft conversion with dormer window to rear and Velux rooflight window to front (Revised plans received 21.09.2021), 8 Oaklands, Ardingly</p> <p>After discussion a comment of NO OBJECTION was AGREED</p> <p>5221.2 DM/21/3343 Repairs, replacement and refurbishment of the exterior of the New Wing section of the main college building, along with associated fenestration, Ardingly College, College Road, Ardingly</p> <p>After discussion a comment of NO OBJECTION was AGREED</p> <p>However, it was AGREED Councillor Hotblack was to provide the Clerk with wording to supplement the PC response explaining their concern that double glazing had not been permitted</p> <p>5221.3 DM/21/3514 Horse Chestnut (T1) - Reduce by 2m and cut back to previous pollarded points, 7 High Street, Ardingly</p> <p>After discussion a comment of NO OBJECTION was AGREED</p>	
5321	<p>General Matters</p> <p>5321.1 To receive a brief from Wakehurst on their aspirations for a new Research Nursery on the Havelock Farm site</p> <p>This item was DEFERRED until the next meeting as the representative from Wakehurst was not available</p> <p>5321.2 To approve the purchase of lamp post remembrance poppies to display around the village at a cost of £3 per poppy</p> <p>After discussion it was felt that an appropriate number of Poppies to display within the village was 30 at a cost of £3 per Poppy</p> <p>The Council unanimously APPROVED the purchase of 30 Poppies at a total cost of £90</p> <p>It was noted this spend will be allocated against the Chairman's Allowance in the budget</p> <p>5321.3 To consider if the Parish Council would be willing to contribute to the purchase of a defibrillator at the Pavilion</p> <p>The Clerk explained that Ardingly Football and Cricket Clubs had approached the PC and asked if the PC would consider supporting the purchase of a defibrillator to be mounted on the Pavilion by committing to fund a third of the cost.</p>	

There was some discussion around whether grants could be obtained by either the Clubs or the PC to support the cost of the defibrillator and where it would be located e.g. inside or outside the Pavilion

After discussion the PC unanimously felt that in principle, they supported the request but would require more details before formally approving a contribution to the costs

5321.4 To receive and approve recommendations from the Wellbeing and Events Working Party in relation to Remembrance and the Village Christmas celebrations

Councillor K James requested that the following recommendations from the Wellbeing WP in relation to Remembrance Sunday be approved

- **that the open-air Remembrance Service be allowed to go ahead on the Recreation Ground on the morning of 14 November**

It was unanimously **APPROVED** that St Peters be granted the use of the Recreation Ground on Sunday the 14th of November to host their Remembrance Service

- **that KJ speaks to the church to ascertain whether they are producing posters and, if so, the Council covers the cost of printing to a maximum of £50.**

It was unanimously **APPROVED** that the Parish Council will cover the cost of printing posters up to the value of £50 to advertise the Remembrance Service

Councillor K James requested that the following recommendations from the Wellbeing WP in relation to the Village Christmas Celebrations be approved

- **that the service, carol singing, lights etc. go ahead on 4th December and mulled wine, hot chocolate and mince pies be provided and funded by the Parish Council to the value of £200.**

It was unanimously **APPROVED** that the Parish Council will cover the cost of mulled wine, hot chocolate, and mince pies up to the value of £200

- **that the Clerk applies as soon as feasible for a road closure for this event.**

It was unanimously **APPROVED** that the Clerk will apply for Street Lane; slip road behind Hairdressers to be closed on the 4th December 2021 between the hours of 4pm and 9pm

5321.5 To receive an update from the Parish Council SEAS representatives

Councillor Stutchbury explained he had been invited to the Showground to plant a tree on behalf of the Parish Council, which he and Councillor Hotblack attended.

Councillor Meldrum explained that the meetings with SEAS and the subsequent relationship between the PC/SEAS is improving but there is still work to do in terms of noise management and event notification.

	<p>Councillor Horsman asked that at the next meeting if the issue of Event Boards being left behind after the event could be discussed. This was noted by the SEAS representatives</p> <p>It was noted at this point that Councillors MM and LD had left the meeting</p> <p>5321.6 To receive and approve recommendations from the Pavilion Working Party</p> <p>Councillor Hotblack shared (live) the Plan (Plan A) that the Pavilion WP had circulated to the Full Council for approval, he asked if any members had any questions/comments</p> <p>There were no questions/comments and PLAN A for the Pavilion Refurb was APPROVED 6/1 abstain</p> <p>5321.7 To receive an update from the Traffic Working Party</p> <p>This item was DEFERRED until the next meeting as Councillor Davis who was providing the update had left the meeting</p> <p>5321.8 To vote to hold the November Parish Council Meeting “Face to Face”</p> <p>There was a detailed discussion about whether a return to “Face to Face” was appropriate at this stage in the pandemic. Councillors expressed varied personal views some “for” a return to “Face to Face” some “against”</p> <p>However, after said discussion the Parish Council voted on whether to hold the November Parish Council Meeting “Face to Face” and the vote was tied 3/3 and one abstain</p> <p>The Clerk advised that the Chairman needed to use his casting vote as is his right as Chair and he voted against a return to “Face to Face” meetings and so the November PC Meeting will be conducted remotely</p>	
5421	Matters of public urgent importance or for future inclusion on agenda	
5521	<p>Future meeting dates</p> <p>5521.1 The next meeting of the Parish Council is to be held on the 9th of November 2021 at 7pm</p>	