



## ARDINGLY PARISH COUNCIL

Parish Clerk: Bernadette Cox  
c/o The Post Office, 37 High Street, Ardingly, West Sussex, RH17 6TB  
Email: Clerk@ardingly.org

### **Minutes of the Ardingly Parish Council Meeting held on Tuesday 12<sup>th</sup> April 2022 at 7.30pm at Hapstead Hall**

#### Present

Councillor C. Hotblack (Chairman)  
Councillor R. Chalk  
Councillor J. Horsman  
Councillor V. MCcaig  
Councillor D. Port  
Councillor B. Strutton

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

#### **0656.1 Public Questions**

Fiona Rocks raised the recent event at SEAS with the Council, She explained that SEAS are not permitted to have "car" events under their license. Councillor Hotblack advised that the PC Liaison Team would raise this directly with SEAS

Councillor Marsh (District/Ward Councillor) advised that the event was a breach of licensing and that the matter was being reviewed by MSDC

At this point Councillor Marsh also gave a brief update on the District Plan namely that this is currently "on hold"

<b>0657</b>	<b>Procedural Matters</b>
	<b>0657.1 To accept apologies for absence</b>
	Apologies were accepted from Councillors Stutchbury, James, Meldrum, and Burr

	<p><b>0657.2 To accept any declarations of interests</b></p> <p>There were no declarations of interest received</p> <p><b>0657.3 To confirm and sign the minutes of the Parish Council meeting held on the 8<sup>th</sup> of March 2022</b></p> <p>Councillor Port requested an amendment to the Draft minutes and the Clerk explained amendments are usually for accuracy not perspective and she felt they were factually correct and therefore accurate and did not need the requested amendment.</p> <p>The Council voted 5/1 to not amend the minutes as requested</p> <p>The minutes of the Parish Council meeting held on the 8<sup>th</sup> of March 2022 were then duly <b>APPROVED</b> by the Council and the Chairman signed a copy of the same as a true and Accurate record of the proceedings</p>
0658	<p><b>Governance</b></p> <p><b>0658.1 To approve the appointment of Councillor Meldrum to Co-Chair of the Recreation and Open Spaces Committee alongside Councillor Stutchbury</b></p> <p>The appointment of Councillor Meldrum to Co-Chair of the Recreation and Open Spaces Committee was unanimously approved</p> <p><b>0658.2 To Co-opt a Member to fill the current vacancy on the Parish Council</b></p> <p>The Clerk advised that there was one candidate for Co Option onto the Parish Council</p> <p>Mr John Paul approached the Council and gave a summary as to why he wished to be Co Opted onto the Parish Council after which he was Co Opted by unanimous vote</p>
0659	<p><b>0659.1 To receive and approve the Clerk's report</b></p> <p>The Clerk gave a verbal update/brief to accompany her Clerk's report as follows;</p> <ul style="list-style-type: none"> <li>• That four Expressions of Interest had been received for the refurbishment of the Pavilion</li> <li>• The Tennis Court refurbishment is "on hold" as the PC is waiting for conformation from MSDC on the allocation of the additional funds</li> <li>• Councillors Stutchbury and Hotblack were invited to and attended a pre application planning meeting with the owners of the Gardner's Arms where they were talked through a potential plan for the site. Councillor Hotblack advised it was a brief meeting to explain they would be submitting planning for a 2 story, 10 room hotel at the rear/side of the existing plot that would remove some of the parking</li> </ul> <p>The Clerk's report was then received and approved</p>
0660	<p><b>Finance</b></p> <p><b>0660.1 To receive and approve the schedule of payments since the last meeting</b></p> <p>The schedule of payments since the last meeting was accepted and APPROVED</p>

	<p><b>0660.2 To receive the Finance Reports</b></p> <p>The Finance Report was accepted and APPROVED</p> <p><b>0660.3 To approve the appointment of the Internal Auditor and the associated costs</b></p> <p>After discussion the Council unanimously appointed Mr. Peter Frost as the Parish Council's Internal Auditor and approved an up to spend of £200 for his services</p> <p><b>The RFO left the meeting at this point</b></p>
<p><b>0661</b></p>	<p><b>Planning Committee</b></p> <p><b>0661.1 DM/22/0750 Renovation of existing dwelling. Works include upgrading the thermal and sustainability profile of the building, a roof top extension. A bay window to the rear of the property, window openings and demolition of single-story toilet extension and tool shed, Little Strudgates, Paddockhurst Lane</b></p> <p>The aforementioned application was discussed, and a comment of NO OBJECTION was agreed</p> <p><b>0661.2 DM/22/0752 Erection of one detached 5-bedroom dwelling and a pair of semi-detached, 5 bed dwellings with associated parking and access from College Road. Earthingleigh, College Road</b></p> <p>After discussion a comment of OBJECTION was agreed with the following concerns were to be submitted;</p> <p>Impaired Sight Lines for vehicular access, Pedestrian Safety, Over development of the sight and additional traffic being created due to the additional houses</p> <p><b>0661.3 DM/22/0917 Erection of two temporary portacabin structures within the existing staff car park to provide educational and welfare facilities in connection with Wakehurst. Royal Botanic Gardens Kew Wakehurst Place, Selsfield Road</b></p> <p>The aforementioned application was discussed, and a comment of NO OBJECTION was agreed</p> <p><b>0661.4 DM/22/1103 Tree, T6 Oak - Fell tree. Dead oak infected with honey fungus. There is no longer any space between adjacent oaks to replant. T13 Ash - Fell tree. Dying ash. No plan to replant because location is too close to road with future risk to pedestrians and parked cars, 29 Ardings Close</b></p> <p>The aforementioned application was discussed, and a comment of NO OBJECTION was agreed</p> <p><b>0661.5 DM/22/1095 First floor rear extension, infill dormer to front elevation and replacement windows, 12 College Road</b></p> <p>The aforementioned application was discussed, and a comment of NO OBJECTION was agreed</p>

**0662 General Matters**

**0662.1 To vote to begin the recruitment process for a Project Manager/Contract Administrator for the Pavilion Refurbishment**

After discussion it was unanimously agreed that once the Job specification had been agreed the Clerk would begin the recruitment process for the Project Manager/Contract Administrator

**0662.2 To discuss the content of the Job Specification for the Project Manager/Contract Administrator for the Pavilion Refurbishment**

Councillor Hotblack suggested that the Job Specification for the Project Manager/Contract Administrator for the Pavilion Refurbishment be delegated to the Pavilion Working Party to be agreed

After discussion it was unanimously agreed that the Pavilion Working Party would review and approve the Job Specification for the Project Manager/Contract Administrator for the Pavilion Refurbishment

**0662.3 To discuss and vote on whether the PC should purchase additional storage for the Sports Clubs that lease the Pavilion**

After discussion it was agreed the Pavilion WP would research the storage needs of all Pavilion Users and then present alternative options to the PC for approval

**0662.4 To receive a verbal report on the area identified as a location for the potential additional storage for the Sports Clubs that lease the Pavilion**

This item was deferred

**0662.5 To discuss and vote on whether the PC should reestablish the phone line/broadband in the Pavilion**

After discussion it was unanimously agreed that the PC should reestablish the phone line/broadband in the Pavilion

**0622.6 To approve applying for a postal address for the Pavilion**

After discussion it was unanimously agreed that the Clerk should apply for a postal address for the Pavilion

**0622.7 To receive a verbal update from the Wellbeing Committee in relation to the planned Jubilee Street Party**

Councillor MCcaig gave a verbal brief on the progress of the Jubilee Street Party

The following key points were as follows;

The Jubilee Street Party is taking place between 2 and 4pm on the 5<sup>th</sup> of June 2022 at Street Lane

The Wellbeing Committee plans to put out a call for volunteers to help before and on the day

There is an expectation of 300 attendees but ticket will be available for free around the village to

	<p>assist with planning/estimation of numbers attending</p> <p>The British Legion will be a running bar alongside the PC sparkling wine bar</p> <p>Councillor Hotblack requested that the Wellbeing Parties meeting notes be circulated to all</p> <p><b>0662.8 To discuss and vote on whether the PC require an External IT Support Provider to assist Members with IT in relation to Council Business</b></p> <p>After discussion it was unanimously agreed that the PC require “adhoc” IT Support from an External IT Provider</p> <p>The Clerk and Councillor John Paul are to liaise on identifying possible providers</p> <p><b>0662.9 To discuss the resignation of the Village Voice Editor from May 2022</b></p> <p>After discussion it was unanimously agreed that an advert be created and placed in the Parish Newsletter and on the Village Facebook page</p>
<b>0663</b>	<p><b>Matters of public urgent importance or matters to be considered under the scheme of delegation</b></p> <p>There were no items of urgent importance or matters to be considered under the Scheme of Delegation received</p>
<b>0664</b>	<p><b>Future meeting dates</b></p> <p><b>0664.1</b> The next meeting of the Parish Council is to be held on the 10<sup>th</sup> of May 2022 at 7.30pm</p>