

Ardingly Parish Council

Minutes of a meeting held on Tuesday 11 October 2022 In Hapstead Hall at 19:30

Present:

Councillor D. Stuchbury (Chairman)
Councillor R.Chalk
Councillor M.Meldrum
Councillor V.McCaig
Councillor P.Burr
Councillor B. Strutton
Councillor J.Horsman
Councillor J.Paul
Councillor D.Port

In attendance:

Mr R Wheatley (RFO)

Minutes:

Councillor Chalk

3622 Public Questions:

Members of Public Present:

Jenny Edwards (Ward Councillor)
Fiona Rocks
Sarah Chapman
James Gunnell

3622.1

James Gunnell asked if APC were in conversation with SEAS regarding the increasing disruption to the Village during the events held at the Showground over the summer as the organisation do not respond to or engage with the public concerns.

DS said that some councillors and the Clerk would shortly be meeting with SEAS to address these issues and requested that any correspondence from a member of the public to SEAS be copied to the Clerk for reference.

Sarah Chapman raised the idea of Warm Spaces over the winter to support parishioners struggling with fuel prices. It was suggested that the Reading Room in Hapstead Hall could be used to provide a warm space for this purpose. **Fiona Rocks** explained that there is a grant available to organisations providing this facility and that WSCC, MSDC, Village

Organisations Ward Councillor G Marsh, have discussed these opportunities with her. She also informed Councillors that a Food Hub was already operational in the Village.

3722 Procedural Matters

3722.1

Apologies for absence were received from Councillor C. Hotblack and Ms. B Cox (Clerk to the Council) and accepted by all Councillors

3722.2

There were no declarations of interest

3722.3

The minutes of the Parish Council Meeting held on 12 July 2022 were confirmed as a true record of this meeting and duly signed by the Chairman of the Councillor D.Stutchbury

3722.4

A unanimous vote was taken and recorded to exclude the press and/or members of the public from the discussion of item 4322.1 "Staffing Matters" due to the confidential nature of this item

3822 Governance

3822.1

This item was carried forward to the next meeting

3822.2

The membership of the Emergency Planning committee was discussed. Councillors J Paul and B Strutton will now be part of this Committee, joining Councillors J Horsman and R Chalk.

Action: An urgent meeting will be arranged shortly.

3822.3

It was unanimously agreed that Councillor V. McCaig would become a member of the Communications Working Party.

3922 The Clerks Report

3922.1

The Clerks Report was received and discussed

DP queried previous minutes and resolutions regarding funding for the tennis court refurbishment.

DP was also concerned about the terms of business between APC and the preferred contractor

Action: The Clerk to clarify at the next meeting

4022 Finance

4022.1

The schedule of payments was received and approved by all councillors' present

4022.22

The RFO presented the Finance Reports to the full council.

4122 Planning Committee

4122.1 this item was approved

4122.2 this item was refused

4122.3 this item was approved

4122.4 the Chairman has requested a site visit for this item

PB asked if the Council could request that a TPO could be applied for and to the large Chestnut Tree on this site

4222 General Matters

4222.1 it was agreed that the Emergency Planning committee would meet to review the Winter Management Plan and choose a Gritting Contractor for 2022

4222.2 this item was carried forward to November 2022

4222.3 Councillor J.Paul gave a comprehensive report to the Council including progress on the new website, engagement with all stakeholders and improving compliance with GDPR

4222.4 Councillor Meldrum gave an update regarding the progress of the Tennis Courts refurbishment. Work has started but the full project will not be completed until Spring 2023

4222.5 there was nothing to report on the Pavilion refurbishment Tender process

4222.6 the Contract Administrator Recruitment Panel recommended that Candidate B was their preferred choice for the post. This was unanimously agreed by roll call

MM advised the Council that both candidates suggested that the tender contract would be more attractive to potential contractors if the space was extended

DP mentioned that only one candidate had included a health and safety pack in their application

DS suggested this could be easily rectified

DP asked that contractor B confirms that:

- He will undertake Principle Designer duties
- He will prepare a H&S preconstruction pack
- He will manage an asbestos and demolition survey

Also that the Council is to agree a Professional Services Form of contract to appoint the Contract Administrator and that construction phase fees are clarified

4222.7 an update was received from Councillor Meldrum regarding recent events hosted by SEAS including the impact on the Community. Councillor Stutchbury assured the Council that a Meeting had been scheduled on 19 October with SEAS to openly discuss all issues discussed by the council. He referred to the earlier conversation at this meeting with James Gunnell. It was agreed that councillors attend the meeting with SEAS will meet beforehand to agree topics to be discussed.

4222.8 Councillor McCaig delivered exceptionally positive feedback from the Wakehurst Liaison Group regarding the Big Green Week. It is hoped this will become an annual event

4222.9 Councillors unanimously agreed that St Peters Church could use the Recreation Ground on Sunday 13 November 2022 for an Outdoor Service

4322 Staffing Matters

4322.1 Confidential Item

Councillor Chalk made a verbal report and recommendation to the Council.

A written report will be lodged with the Clerk providing clear evidence that correct process has been followed.

A roll call was taken, and all councillors accepted and ratified the recommendation received

4422 Matters of public urgent importance:

- Councillor Stutchbury informed the Council that the printer situated in the Clerks cupboard was broken beyond repair. As an asset of the Parish Council, he requested permission to dispose of it. This was unanimously agreed
- Councillor Port reported that the doors to the outside storage cupboard at the Cricket Pavilion needed urgent attention
- Councillor Meldrum reported that the Cricket Pavilion has not been cleaned recently and that we had previously agreed to engage an interim cleaner
URGENT ACTION Councillor Stutchbury will liaise with the Clerk to rectify this issue

The Meeting closed at 21:25