**AMBERLEY PARISH COUNCIL**

**Minutes from the Ordinary Parish Council meeting held on 8th July 7.30pm at St Michael’s Church Hall.**

**PRESENT**: Parish Councillors; Chairman – Geoff Uren (GU), Jason Charman (JC), Peter Cozens (PJC), Hazel Allinson (HA), Elizabeth Tooms (ET), Tim Simpson (TS) and Leigh Cresswell (LC).

**Also present**: WSCC leader/councillor Paul Marshall, HDC councillor Diana van der Klugt, PCSO Michael Gamble, Vicky Spiers (VS) the Clerk and 5 members of the public.

GU advised that he had received a letter from Rt. Hon Andrew Griffith MP regarding a review undertaken by the Boundary Commission, one of their recommendations is that Amberley, Parham, Coldwaltham and Pulborough move from the Arundel and South Downs constituency into the Shoreham constituency. There is a public consultation for any comments, GU will be sending further details on Listserve. The Parish Council will be putting in an objection to this recommendation.

**1. Apologies for absence**

Apologies received and accepted from Laura Rawnsley and Alex Beveridge and HDC councillor Paul Clarke.

**2. To receive declarations of interest from items on the agenda**

None.

**3. To approve and sign the minutes of the Annual Parish Council meeting held on 6th May 2021**

The minutes were agreed by councillors and signed by the Chairman as a true record.

**4. Introduction and questions for PCSO Michael Gamble**

GU raised the issue of inconsiderate or illegal car parking in the Parish, which includes cars parking on junctions, on double yellow lines and over driveways, GU advised going forward the PC would be looking at double yellow linesbut there were concerns over how these would be enforced, Michael advised that enforcement had now passed to HDC and suggested that if there was a particular area of concern to notify Ben Golds at HDC who would look into it. Michael urged residents to report any illegal or inconsiderate parking via Operation Crackdown and also let him know via email. Michael advised if there are incidents of abuse with regards to the parking then the police should be called as it is a breach of the peace.

A resident asked Michael what was being done regarding excessive motorbike noise, especially from Washington roundabout to Whiteways (it was noted that Andrew Griffiths MP is already working on this issue), Michael advised that Operation Downsway allows Officers to nominate road/areas to traffic officers who will then patrol and monitor with speed gun, resident to email Michael.

A resident asked about dog theft in the area, Michael advised that there had not been any dog thefts in Storrington or Amberley, suspicious activity had been reported, more likely that a dog would be taken from a garden, if residents see anything suspicious report via 101.

A resident asked about cars being broken into in rural areas, Michael said to advise him of any ‘hotspots’ and he would let the rural crime team know who would patrol the area.

**5. Updates from County and District councillors**

Cllr Paul Marshall mentioned the Boundary Commissions review and said WSCC would be responding to the consultation, GU will be sending details of the Commissions review round on Listserve, which would see Amberley moved into the Shoreham constituency.

Paul acknowledged the report sent to him by David Lyon on the learning outcomes from the Amberley Covid Hub, the details of which will be reviewed.

Paul advised that with regard to double yellow lines then a Traffic Road Order would need to be applied for. There is also the option for households to apply for a single white line across their drive way via WSCC, the cost of the line is paid for by the resident.

Cllr Diana van der Klugt advised that the decision regarding strategic housing sites in the Horsham District would be made by HDC in a meeting at the end of July.

**6. Adjournment to take questions or comments from the public**

A resident asked if businesses had been asked to contribute towards the cost of the car park, GU advised that the Black Horse and Nyetimber would be contributing to a fund raiser, the PC does not think it is appropriate as businesses come out of lockdown to ask them for funding. GU advised that Crowd Funding was looked at but the resident who had the experience has now moved away, he had asked for other volunteers via Listserve and the Parish magazine.

A resident queried why the lease for the car park was only 7 years long, TS advised that this was all HDC were prepared to offer as they would like to keep their options open with regard to housing on the land, TS advised that as this site was not in the Amberley Neighbourhood Plan for possible housing then HDC would have to undertake a referendum of residents before applying for planning permission. The lease is renewable, and the PC remains confident that once the car park is in place it will remain so. It was noted that the Black Horse staff and B&B customers would be asked to use and that a path will be made from the school to directly access the car park for parents and children to use.

A resident asked why the car park was expensive and elaborate and not simple like Houghton Hill or Kithurst car parks, TS advised that the car park is the cheapest possible that met with the stringent requirements from the SDNPA landscape officer in order to gain planning permission, he advised the PC are open to any suggestions on how any costs can be saved.

**7. MATTERS ARISING** **(a) Joint Community Highways Scheme** **(CHS)** – LR had provided an update via email advising that the deadline for the CHS application is the end of July, a meeting was held with Steve Douglas from WSCC on 7th July to go through the draft in high level. The approach is still in line with the approach agreed at the last APC meeting - e.g. some interim measures to try to get walkers off the road and a feasibility study for a more direct route. LR will circulate the draft to councillors next week, once agreed this can then be submitted to WSCC.

LR has suggested holding a meeting for residents in September to discuss other traffic calming measures available to us on the rest of the B2139.

**(b) Community Speedwatch –** Amberley currently only has 2 volunteers, who now have the speed gun.

**8. To formally include new members in the Planning and Finance committees**

It was noted that Alex Beveridge is now a member of the Planning committee and Hazel Allinson and Peter Cozens are members of the Finance Committee.

**9. To formally approve the agreement to apply to the Public Works Loan Board for funding for the village car park**

GU advised that this is a separate item from the resident’s consultation that is currently running and is a requirement of the PWLB that a formal acceptance is agreed and minuted at a PC meeting by members.

Members voted unanimously to agree to apply for a PWLB loan.

**10. COMMITTEE REPORTS**

**(a) Planning –**

The list of current planning applications is as follows;



No update on the revised PADS document this month.

**(b) Roads and Paths** – JC thanked local tree surgeon Michael Jackson for helping remove a fallen tree after the high winds last month. JC advised that following a request from a resident WSCC Highways have agreed to Houghton Bridge village signs, they will pay for both and install the westbound sign, the PC will arrange for the eastbound sign to be installed as it is on private land.

JC advised that he has strimmed Ruffs paths, Crofts path and the path to the station, he will re-strim the end of Crofts path next week as it has re-grown. A resident has made a complaint to WSCC regarding overgrown footpaths and the fact that these are not cut more regularly during the summer. Paul Marshall advised that the complaint has been passed to the Highways team.

JC advised that the Friends of the South Downs Way are installing a bench on Amberley Mount.

**(c) Assets and Amenities** – HA advised that the playground inspections were booked for next week. All is going well with football field with the teams using the field agreed for the next season.

**(d) Amberley Neighbourhood Plan delivery** – It was noted that some activity was reported to have started at the Strawberry Villas site.

**(f) Village Bus** – ET advised they were short of drivers and passengers. A leaflet drop to every household was discussed to highlight the services (i.e. the bus to Littlehampton could do a drop off at the Arundel swimming pool).

**11. To receive and agree bank reconciliations for May and June 2021 and to review and authorise payments on the Financial Statement from 16th April to 30th June 2021**

The May and June 2021 bank reconciliations and bank statements were approved and signed. The financial statement for the period 16th April to 30th June 2021 was agreed by members and signed. The financial statement is as follows:



**12. To receive and note the 2020/21 Internal Audit Report**

Report circulated prior to the meeting. Councillors confirmed receipt and noted the report. It was noted from the audit that any supporting documents used as a basis for discussion at the PC meeting should be submitted to the clerk at least 3 clear days before the meeting so they could be added to the website in line with Information Commissioner’s Office requirements. GU thanked the clerk for all her work in achieving a successful audit.

**13. To discuss the renewal of the Asset of Community Value on the Black Horse**

The 5 year AOCV on the Black Horse expires in July, after discussion it was agreed to discuss with the pub landlord before taking any further action.

**14. Information items**

ET advised that the Rampion 2 project would be holding a public consultation from mid-July to September. Next meeting is 20th July where more detailed proposals will be provided.

**15 External meetings attended by councillors**

TS, GU and LC had a zoom meeting with Helen Peacock (HDC’s environmental co-ordinator) to discuss electric charging points for the car park. It was noted that technology is changing for cars and the charge points, HDC have started a procurement process to look for a contractor to roll out electric charging points into District car parks for the next 15 to 20 years. Action points from meeting TS to contact Nigel Weston (HDC engineer) to discuss infrastructure requirements and LC to contact UKPN to establish how much power will be needed and how to route it into the car park.

**16. To note the date of the next meeting**

9th September 2021 at 7.30pm at the Church Hall where covid-19 regulations at that time will apply.

GU closed the meeting at 9.20pm.

Vicky Spiers - Clerk to Amberley Parish Council – 12th July 2021