

COMPLETED PARISH PLAN

**AMBERLEY PARISH LONG TERM
PLAN**

FIRST EDITION

SPRING 2003

AMBERLEY PARISH LONG TERM PLAN

**FIRST EDITION
JANUARY 2003**

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**THERE WILL BE A PUBLIC MEETING
TO DISCUSS THE PLAN
ON 29 MARCH 2003
AT 3.00 PM
AT ST MICHAEL'S CHURCH HALL
AMBERLEY**

AMBERLEY PARISH LONG TERM PLAN

**FIRST EDITION
JANUARY 2003**

PLAN OBJECTIVE

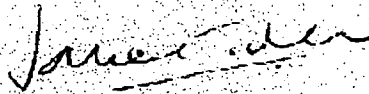
To protect and enhance the quality of life for all residents in the Parish

INTRODUCTION

1. Amberley Parish Council decided, in November 2000, to carry out a survey of all residents over 12 years old in order to establish opinions on issues which were of concern to residents and to inform the Council as to those on which it might take action. This would be followed by a Parish Long Term Plan that would take those opinions into full account. The Survey was designed so that the information derived from it would provide valid quantification and qualification of funding applications to responsible Authorities. The Survey was not considered to be a referendum on any issue.
2. The planning of the Parish Survey took 12 months; analysis and preparation of the subsequent Long Term Plan took a further year. Throughout the process there was regular feed back to all residents, including news letters and public meetings as well as separate meetings with voluntary and other organisations working in the Parish. A copy of each of the principal documents, other than the detailed analysis of the survey, is held by Horsham District Council, the West Sussex County Library and Action in Rural Sussex.
3. The Parish Council wishes to thank all Residents who have participated in the process, particularly those who have been involved with the survey designs and reports and the preparation of the plan; together with Horsham District Council, Action in Rural Sussex and the Countryside Agency.
4. The first Plan was adopted by Amberley Parish Council at its meeting on 8th January 2003. The plan will be reviewed and updated annually at the time the annual Parish precept is agreed.
5. The plan for each year will propose actions as follows:
 - (i) Actions that can be completed in the current year. These will be those that are within the power of the Parish Council or Volunteers to undertake together with those where a firm commitment to complete a project has been agreed with another responsible authority.
 - (ii) Actions where the Parish Council will be able, within the current year, to put a properly prepared proposal to a responsible authority for action by that authority

in the current or subsequent years, or prepare plans for its own activities in the following year.

- (iii) Longer term research and planning on projects where there are substantial financial, conservation, planning or other major issues and which will necessarily take several years to bring to a conclusion or implementation.



J TOLSON

CHAIRMAN, AMBERLEY PARISH COUNCIL

HOUSING AND PLANNING

Actions in 2002/2003

Objective 1: To reflect to the planning authorities the concerns about the planning process identified in the responses to questionnaire and assess what more might be done to address local concerns

Means: Discussion

Responsibility for Action: Housing and Planning Working Group in collaboration with Amberley Parish Council and Horsham District Council Planning Department

Timing: First Quarter, 2003

Cost: None to Parish

Objective 2: To ensure that residents are aware of how the planning process works and the manner and timescale in which any comments on planning applications should be made.

Means: Note to all residents detailing the planning process

Responsibility for Action: Housing and Planning Working Group in collaboration with Amberley Parish Council

Timing: First quarter, 2003

Cost: Yet to be determined, but minimal

Objective 3: To ascertain whether there is a need for more housing in the parish and to find out in more detail than was possible in the survey what people really want

Means: (i) Conduct a more detailed survey of Parish residents:

- (a) to discover exactly what the need is for new housing, if any
- (b) to enable us to try to meet that need
- (c) to ensure that any housing plan which is developed for the Parish in future meets the needs of the Parish
- (d) to ensure that we have the evidence to show Horsham District Council and others exactly what type of housing the Parish needs.

Responsibility for Action: A draft Housing Needs Survey for the use of villages has already been compiled by Action in Rural Sussex (AIRS). The Housing and Planning Working Group will work in consultation with AIRS's Rural Housing Enabler to devise a

version suitable for use in Amberley. AIRS to be responsible for printing and analysis. Housing and Planning Working Group will be responsible for marketing and distribution. Article in parish magazine explaining what is being done planned for February issue.

Timing: First quarter, 2003

Cost: To be borne by AIRS with possible assistance from Horsham District Council. No cost to Parish.

(Note: the Working Group has already formed important preliminary conclusions from responses to the Amberley Survey. Many people consider there to be a need for a small number of affordable homes for the young and for older people. It is essential that we have as much information as possible before becoming too deeply involved in what could be a very costly investigation with far-reaching consequences for the Parish)

Means (ii): Hold discussions with Horsham DC and local Housing Associations to see whether their records show a need for more housing for Amberley residents which they have been unable to provide.

Responsibility for Action: Housing and Planning Working Group

Timing: Already underway; to be continued 2002/first quarter, 2003

Cost: None to Parish

Objective 4: To ascertain how, if there is a need for more housing, that need might be met and in which locations

Means (i): If the Housing Needs Survey shows a need for more affordable housing in Amberley, we will hold discussions with Rural Housing Enabler, Action in Rural Sussex, who bears responsibility for facilitating consultations in relation to the development of affordable housing, and with local Housing Associations to see which, if any, would be interested in supporting a plan for more housing for the Parish

Responsibility for Action: Housing and Planning Working Group/AIRS

Timing: One meeting held already: others to follow in second quarter, 2003

Cost: None to Parish

Means (ii): Consider other ways in which the parish could fund the purchase or building of properties which residents consider are needed.

Responsibility for Action: Housing and Planning Working Group in consultation with Amberley Parish Council and other interested parties.

Timing: First/second quarter 2003

Cost: None to Parish

Means (iii): Hold discussions with Horsham District Council, Housing Development and Planning Departments, to keep them abreast of the Working Group's thinking and ensure that any proposals it develops would have their support.

Responsibility for Action: Housing and Planning Working Group/AIRS

Timing: Two meetings held already; others to follow in quarter one and quarter two 2003
Cost: None to Parish

Means (iv): Contact local landowners to ascertain what land might be available for housing.

Responsibility for Action: AIRS/Housing and Planning Working Group

Timing: Three rounds of discussions held already; to be continued in second quarter of 2003
Cost: None to Parish

Objective 5: If there is need for more housing, to identify a housing scheme which would suit local needs in a location or locations that would meet with majority approval

Means: To emerge from the research and talks mentioned above

Responsibility for Action: Housing and Planning Working Group

Timing: To be completed by summer 2003
Cost: None to Parish

Objective 6: To consult widely on any scheme which is proposed

Means: Funding permitting, to mount a public exhibition at which residents' views on any proposed housing scheme can be fully canvassed

Responsibility for Action: Housing and Planning Working Group in conjunction with Amberley Parish Council

Timing: Uncertain. Will depend on funding, and the speed with which proposals can be refined. Planning of the consultation process to begin if possible by third quarter of 2003.
Cost: Not yet quantifiable. Horsham District Council may assist

Objective 7: To produce a Village Design Statement

Means: After discussion with relevant external agencies, AIRS, the Amberley Society and other Working Groups, draft a Village Design Statement which would set out the Parish's hopes and ambitions for the way Amberley will look in future years, including

- (a) the Parish's views on new housing

- (b) the materials and methods of construction it would wish to see used for any new building and for the development of existing buildings
- (c) the environmental considerations which should govern any development
- (d) the preservation of essential areas of the parish or any of its specific characteristics
- (e) the design and appearance of roads, paths, etc
- (f) public amenities
- (g) the planning process

Responsibility for Action: Initially the Housing and Planning Working Party, in conjunction with other Working Groups and AIRS

Timing: First meeting planned for late January 2003. Aim for interim report by the end of 2003 and completion in 2004.

Cost: To be determined. Assistance with funding might be available.

Actions in 2004 and beyond

Will depend on the results of further consultation and research

TRANSPORT, ROADS AND PARKING

Actions in 2002/2003

Objective 1: Overcome ignorance of resources available

Means: Information leaflet on local transport facilities

Responsibility for Action: Leaflet written by Transport, Roads and Parking Working Group; Distribution and updating by Communications Working Group

Timing: Leaflet already written 11/2002

Cost: Minimal

Objective 2: Reduced risk of accident at junction of High Street, Hog Lane and East Street

Means: Reduction of parking close to Black Horse

Responsibility for Action: Transport, Roads and Parking Working Group

Timing: First quarter 2003

Cost: £200 to Amberley Parish Council

Objective 3: Reduced risk to vehicle wing mirrors and ease of passage

Means: Regular hedge cutting on north side of Rackham Road, station footpath and Millennium Green Path

Responsibility for Action: Transport, Roads and Parking Working Group to produce map with ownership of hedges identified; work to be undertaken by Hedgerow owners and WSCC Highways Area Office West Sussex County Council Highways Area Office 01243 836 900. Amberley Parish Council will monitor.

Timing: First quarter of 2003 and continuing thereafter.

Cost: None to Parish

Actions in 2003

Objective 4: Improved Safety at Amberley School

Means: Provision of lighting, on a part time basis, outside the School

Responsibility for Action: Amberley School and West Sussex County Council
Education authority

Timing: By fourth quarter 2003

Cost: None to Parish

Objective 5: Improved safety in Rackham Road and School Road

Means: Implement measures to reduce speed of vehicles in these two roads.

Responsibility for Action: Amberley Parish Council and West Sussex County Council
Highways

Timing: By fourth quarter 2003

Cost: None to Parish; cost to be borne by West Sussex County Council

Objective 6: Improved safety on B2139 and reduced noise pollution from it

Means: Implement measures to improve compliance by motorists with the B 2139 speed restriction

Responsibility for Action: Amberley Parish Council, West Sussex County Council
Highways and West Sussex Police

Timing: By end 2003

Cost: None to Parish; cost to be borne by West Sussex County Council

Objective 7: Improved safety at junction of North Stoke Road and B 2139

Means: To be determined

Responsibility for Action: Amberley Parish Council and West Sussex County Council
Highways

Timing: By end 2003

Cost: None to Parish; cost to be borne by West Sussex County Council

Objective 8: Improved train service

Means: Campaign for a train to stop at Amberley between 1759 hrs and 1936 hrs Monday to Friday

Responsibility for Action: Transport Working Group

Timing: By fourth quarter 2003

Cost: None to Parish

Objective 9: Improved security at Amberley Station

Means: Campaign for improved security at station for people and cars

Responsibility for Action: Transport working Group

Timing: By end 2003

Cost: None to Parish

Actions in the Longer Term

Objective 10: Reduction of Parking Problems in the Parish

Means: Village Car Park

(Note: There are parking problems when there are Garden Open Days, Weddings or other occasional events in the main Village. There are also parking problems at Houghton Bridge and more generally, parking congestion during the summer months in the main Village. The provision of improved parking facilities for visitors will be considered in conjunction with the long term requirements for larger and improved facilities for Parish events, public toilet facilities, indoor activity space for Amberley School, recycling resources and tourist information resources in the event of a South Downs National Park coming into being in 2004-2006.)

Responsibility for Action: Amberley Parish Council and Amberley Society with wide consultation within Parish and with Horsham District Council, West Sussex County Council, Countryside Agency and any South Downs National Park Authority

Timing: 2005-2006

Cost: Substantial but possibly shared if there were to be a combination of facilities.

COMMUNICATIONS

Actions in 2002/2003

Objective 1: Development of Wild Brooks Parishes Magazine, Amberley residents' main present source of local information.

Means: Increased distribution, wider content and improved presentation

Responsibility for Action: Editor of the Magazine. (Note: This has been agreed by the Parochial Church Council.)

Timing: Second quarter of 2003

Cost: £250 will be requested from Amberley Parish Council. This represents half the annual shortfall needed to be found to prevent subscriptions being increased to £5. The remainder will be sought from advertising. Sponsorship to be explored

Objective 2: Improved communication within the Parish in the future

Means: Establishment of a Parish Website providing, amongst other information, summarised Amberley Parish Council Minutes and the possible provision of information for visitors at a later stage

Responsibility for Action: Communication Working Group

Timing: By third quarter 2003

Cost: Set up £250. Annual running cost £120. Proposal to Amberley Parish Council to pay costs to be submitted with plan to raise money from advertising sites and links to businesses sites, once the site is able to host them.

Objective 3: Improved presentation of notices posted in the Parish

Means: Refurbishment of Parish Notice Boards and updating of notices

Responsibility for Action: Parish Council to organise a Working party.

Timing: First quarter 2003

Cost: Materials £20; cost to be borne by Amberley Parish Council

Objective 4: Improved location finding for visitors

Means: Street Plan for Parish Notice Boards

Responsibility for Action: Communication Working Group

Timing: By first quarter 2003

Cost: None to Parish

Objective 5: Improvement to service for new residents

Means: Welcome Pack to be expanded

Responsibility for Action: Amberley Society

Timing: First quarter 2003

Cost: None to Parish; any costs to be borne by Amberley Society

Objective 6: Better understanding of the work of Amberley Parish Council

Means: Increase distribution of Parish Council Minutes

Responsibility for Action: Parish Council in consultation with the Communication Working Group

Timing: First quarter of 2003

Cost: Marginal

Objective 7: Fewer BT line outages, Availability of Broadband.

Means: Campaign for improved telecommunication facilities

Responsibility for Action: Communications Working Group, supported by the Parish Council and interested residents

Timing: Ongoing

Cost: None to Parish

Objective 8: Improved performance of local businesses through sharing of experiences

Means: Business Breakfasts

Responsibility for Action: Communications Working Group to initiate and participants to continue.

Timing: First quarter 2003

Cost: Self funding by participants

Actions in the Longer Term

Objective 9: Improved computer literacy in Parish. New resource for residents

Means: Trial of a computer terminal available for public use

Responsibility for Action: Communications Working Group, with support of Parish Council.

Timing: 2004

Cost: To be determined

Objective 10: Additional publicity for local businesses and improved information for visitors

Means: Amberley Brochure for tourists

Responsibility : Communications Working Group

Timing: to be determined

Cost: to be determined

Objective 11: Improved digital television reception without compromising the visual environment

Means: The possible group use of satellite dishes

Responsibility for Action: Housing and Planning Working Group as part of a Village Design Statement

Timing: to be determined

Cost: None

ENVIRONMENT AND RIGHTS OF WAY

Actions in 2002 /2003

Objective 1: Less litter

Means: (i) Maintain pressure on Horsham District Council to regularly and fully complete litter bin collection

- (ii) Educate Amberley School children on litter prevention
- (iii) Organise regular litter collection working parties
- (iv) Increase the number of waste skips during summer

Responsibility for Action: Amberley Parish Council for Horsham District Council and waste skips; Environment Working Group to educate the children and arrange litter working parties.

Timing: First quarter 2003 and continuing

Cost: Less than £500 for waste skips; cost to be borne by Amberley Parish Council

Objective 2: Reduced dog fouling

Means: (i) Draw up a code of practice for dog owners and walkers

- (ii) Post code on Parish notice boards, permanently.
- (iii) Increase number of "No Fouling" notices throughout Parish
- (iv) Tell dog owners when their dogs are seen to foul or stray
- (v) Report owners whose dogs regularly offend to Parish Council

Responsibility for Action: Environment Working Group to draft code of practice; Amberley Parish Council to post notices; Parish Clerk to write to offending owners; all Parishioners to notify owners

Timing: Fourth quarter 2002 and continuing

Cost: Minimal

Objective 3: Reduced noise from B2139, without blocking view of downs from Hurst Cottages

Means: Plant trees on football pitch

Responsibility for Action: Amberley Parish Council in consultation with Parham Estate

Timing: Second quarter 2003

Cost: Less than £250

Actions in 2003

Objective 4: Dry cover for those waiting for School and other bus services

Means: Erect a bus shelter, where there used to be one, on Rackham Road by the junction with Hurst Cottages

Responsibility for Action: Amberley Parish Council to initiate discussions with responsible authority

Timing: By end of 2003

Cost: To be determined

Objective 5: Continuing full understanding of present and future management plans for the Wild Brooks, the rights of way across them and the part that Amberley Parish residents may play in their maintenance and development

Means: Reinstate annual meeting of Wild Brooks landowners and managers with the Environment Agency and other agencies

Responsibility for Action: Amberley Parish Council and Amberley Society

Timing: 2003

Cost: None

Objective 6: Advance warning to residents of crop spraying

Means: Farmers to advise residents that they will be spraying crops

Responsibility for Action: Environment Working Group to contact Farmers

Timing: Fourth quarter 2003

Cost: None

Objective 7: Increased opportunities to recycle, especially cardboard

Means: Increased facilities in the Parish or advice note to residents on facilities elsewhere

Responsibility for Action: Environment Working Group

Timing: Third quarter 2003

Cost: To be determined

Objective 8: Draw up list of Rights of Way in the parish & those which lead directly out of the parish & ensure that they remain open and well maintained

Means: Information on Rights of Way to be provided to the Amberley Website. There should be a specific alert contact email address on the Website so that residents (and others) can alert us all if there is a problem with any Rights of Way

Responsibility for Action: Environment Working Group

Timing: 2003

Cost: None

Objective 9: Improved environmental co-ordination

Means: Environmental page on Amberley Parish Website with 3 Functions (information, networking and alert/contact point)

Responsibility for Action: Environment Working Group, with the aid of a volunteer to develop this area of the Website.

Timing: 2003

Cost: to be determined

Actions in the Longer Term

Objective 10: Improved and safer access from Village to Recreation Ground and Station

Means: Additional footpaths (i) from the Croft (Twitten) to School Rd on North side of B2139 or from stream at School Rd via the Recreation Ground

(ii) from Hurst Cottages to Crossgates

Responsibility for Action: Parish Council to initiate discussions with West Sussex County Council Highways

Timing: 2004/2005

Cost: to be determined

Objective 11: Year round dry passage along the full length of the path from Millennium Green to School Road

(Note: There is a need to get this path registered on the definitive County map of footpaths and rights of way. The path is liable to flooding, over the 50 metres east of its junction with School Rd, from a periodic spring arising in the field to the south of the path. Permanent drainage needs to be installed to ensure year round use of the path.)

Means: initiate discussions with: Horsham District Council who own the Field, West Sussex County Council (Education) who control the school play ground (which also floods from the same source), and West Sussex County Council Highways. Any work should be combined with restoration of the pavement along the western school boundary.

Responsibility for Action: Amberley Parish Council

Timing: 2004

Cost: To be determined

SERVICES, SECURITY AND VOLUNTARY ORGANISATIONS

Actions in 2002/2003

Objective 1: Improved security and lowered feelings of insecurity among residents

Means: Increase the activity of the Neighbourhood Watch Scheme

Responsibility for Action: Newly appointed Neighbourhood Watch Leader and area representatives

Timing: By end of first quarter 2003

Cost: None

Actions in 2003

Objective 2: Greater sense of community across the Parish and identification of leaders for new initiatives

Means (i): Production of a Directory of: interests, facilities and skills to be shared; advertised business services; and group activities within reach

Responsibility for Action: Voluntary Organisations Working Group

Timing: By fourth quarter 2003

Cost: less than £250; cost bearer to be determined. Grants may be available.

Means (ii): Review of schemes and events to bring Parish together, such as Village lunches, Village Picnic

Responsibility for Action: Voluntary Organisations Working Group

Timing: Village lunches in 2003; Village Picnic June 21 2003

Cost: None

