



Ashington Parish Council

Minutes of the meeting held on 3rd November 2011 at 7.45 p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors M. Woolley (Chairman), K. Wood, R. Brennan, T. Kearney, D. Harbour, B. Norton, N. Clark, R. Strudwick, J. Stillwell, R. Lancaster
Parish Clerk Karen Dare
District Councillor Roger Arthur
County Councillor Frank Wilkinson
Neighbourhood Wardens Peter Newell & Jayne Jeffrey
PCSO Hannah Venus
Invited Guest – John Longhorn (Penn Retreat planning agent)
10 members of the public

349/11 APOLOGIES AND REASONS FOR ABSENCE

N. Carver (holiday)

350/11 DECLARATIONS OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand.

351/11 APPROVAL OF MINUTES

The Minutes of the meeting held on the 6th October 2011 were approved as a true record and signed by the Chairman. Proposed by Councillor Brennan and seconded by Councillor Strudwick, and agreed.

362/11 REPORT FROM THE NEIGHBOURHOOD WARDENS PROBLEMS WITH DRUGS

This is an ongoing problem that we are working hard to try and tackle within the village. We have increased our patrols of known hotspot areas at known hotspot times. We are building a strong picture of the individuals involved and the locations that they are using. We have been working closely with the Police feeding them intelligence on nearly a daily basis. We are working to get a higher level of presence from the Police around hotspot times so that we can carry out searches of the individuals associated. In addition to working with the Police we are also working with the Anti Social Behaviour

team in Horsham to directly target some of the individuals involved. This includes getting their parents / guardians involved.

Drugs Awareness Session

Having had some success from our previous drugs awareness session we are planning a second session in the near future. This time a little more hard hitting we hope to show the realities of drugs use to the youngsters of Ashington.

Session for Adults / Parents

Responding to some recent requests from parents in the village we are working to organise a Drugs Awareness session that can help to show some of the signs to look out for when individuals are using drugs. This will ultimately help identify “drugs use” at an early stage and will give the “user” the best chance at finding the support and help they need.

SKATE PARK

The skate park has been very quiet and this month we have had no complaints. We have continued to keep a presence in this area educating the young people who use the park when needed. We have managed to build some good links with the youngsters that use the skate park and they are always keen to help us keep the place tidy and even pass on intelligence regarding those that are not using the park sensibly. We are still trying to set up a small skate park committee of sorts to encourage an even higher level of respect for the facility.

ELDERLY VULNERABLE

John Mann

This month saw us taking a group of Elderly and Vulnerable residents from Ashington to see a wonderful concert by John Mann in Bognor Regis. Famed for his light fingers on the piano and organ the concert was fun and enjoyed by all. One of the residents is a big fan of John Mann and particularly enjoyed getting a hug from the man himself after the show. They enjoyed the day so much they insisted we stopped for fish and chips in Littlehampton on the way home. They have already asked when the next trip will be. So we have planned a trip down to the Roundstone Garden Centre to do some Christmas shopping early December. For many though the trip is a chance to get out of the village for a few hours and for a change of scenery.

Church Café

We continue to be regulars of the Church Café on a Tuesday afternoon. We have a group of Elderly residents who meet there and it has become a perfect opportunity for use to meet with them and of course to enjoy a cuppa.

Group

Having talked to a lot of the elderly and vulnerable residents in Ashington they have been keen to stress that there aren't many successful groups for them to join in the

village anymore. Since the end of the Lunchtime club they have been looking for something else to join. So with that in mind and with the idea that as a group more funding can be applied for etc we have started the ball rolling to help set up a new group. At the moment this is very much just an idea but one that we hope in time will become a fruitful one. The idea being this is a group for the oldies run by the oldies.

Elderly Vulnerable Home Visits

We have been continuing our visits to the Elderly and Vulnerable residents of Ashington. We are visiting more and more people on a regular basis. As part of the visits we have been helping to ensure smoke alarms are working and community link alarms all tested. In addition to this we have been identifying individual needs that aren't being addressed by their current care arrangements. We have been trying to work out some ways to help integrate some of these individuals into the community. We are trying to help them get out and about more. For some the simple jaunt down to the CO-OP is a rare treat especially bumping into people they know. Other residents have similar needs and problems that without our regular visits would probably just remain unknown or not dealt with. Our aim is to help meet some of those needs and give those residents more independence and a feeling of inclusion within the village. So if it means taking someone out in a wheel chair or simply spending a little time reading someone's mail to them we feel that we can actually make a difference to these peoples everyday lives.

Festive Tea Event

We have been very busy behind the scenes organising our intergenerational event, aptly named Festive Tea. The event is on the 27th of November and is aimed at anyone aged over 60 or that is specially invited from the village. The event is an afternoon of entertainment from a live singer and will feature a refreshing festive themed tea served by some of the youngsters in the village. In addition to the entertainment and refreshments we have Sheila from the community link team coming to be on hand talking to people explaining the services that are available. These range from the extremely popular Community Link Alarms to help with fuel bills and other such matters. Everything is in hand for this event and the first wave of invites have gone out. But we know we haven't managed to send an invite to everyone. We are relying on the word of mouth to spread the word about the event along with putting up adverts and notices where possible. So if you know anyone over the age of 60 or that feel deserves an invite please let them know about the event and get them to get in touch with us ASAP. We are even able to offer transport door to door with some strapping young minibus drivers. We also have an amazing raffle during the afternoon with some fantastic prizes donated from a range of local businesses and organisations. Even a bottle of bubbly.

No Trick Or Treat

As part of our Safer Seasons Campaign we have been keen to get as many "NO TRICK OR TREAT" window posters out to the community as possible. We have sent one or given one to as many of the elderly and vulnerable community as we can. We too have

left a supply in the CO-OP for anyone to take one. Some residents have taken a few to distribute to their friends. In addition we have also got the CO-OP onside to not sell Flour or Eggs. They have even placed a poster up advertising this.

Digital Switchover

On November 9th the Residents Association are holding a session advising residents about the up and coming Digital Switch Over. We have assisted the Residents Association by sending out invites to this along with our initial invites to our Festive Tea. We have also been keen to spread the word about this meeting among the elderly and vulnerable residents as we feel it is probably them that will most benefit from attending. In addition we shall also be present arming ourselves with the knowledge needed to help those residents unable to attend.

DRUNK DRIVER REPORTED

On Saturday 22nd Afternoon whilst driving southbound on the A24 we came across a driver that looked to be under the influence. We followed said driver and it soon became obvious that they were a potential danger not only to themselves but to others. We followed this vehicle and reported it to the Police hoping that they could stop the driver in time.

DRUNK DRIVER BANNED

In addition to the above we are both pleased and disappointed to report that a resident has been caught driving under the influence and as a result has been banned for driving for 15 months. This was an excellent result through some excellent partnership working with our Police colleagues.

KNOWN OFFENDER

Having received intelligence to suggest that a known offender has been contacting residents whom he has bail conditions not to, we have been carrying out reassuring visits to the areas affected in the village. We are keen to ensure that if this individual is contacting these residents that he is stopped as quickly as possible.

DAMAGED DOG BIN

Many residents have reported that a Dog Bin has been damaged at the Billingshurst road end of the village. We have reported this to Horsham who have tasked it to be fixed ASAP. If this hasn't been done soon we shall again chase this up. In addition we are trying to find out who damaged it.

DOG FOULING

Our campaign to try and reduce the amount of dog fouling in the village has continued. We have increased our patrols in dog walking areas providing more of a presence trying to deter those not picking up after their dogs.

FLY POSTING

We are continuing to monitor the fly posting in the village. We have recently had an increase in signs being attached to street furniture and lamp posts. These are removed and the details are logged. If there are repeat offenders we quickly make them aware that what they are doing could lead to them getting a fine. Persistent offenders will be issued with a fixed penalty to the value of £75 or can face court proceedings.

ANTI SOCIAL DRIVING

With the wet weather at the end of the month there have been a number of vehicles sighted driving like idiots around the Billingshurst road roundabout. To tackle this we have tried to increase our presence in this area especially just after the road has become wet.

In addition to the problems with cars we have also had some ongoing issues with motorcycles and are working to try and identify the riders in question.

YOUTH CLUB

In an effort to try and help preserve the youth provision within the village we have been working with the community safety team in Horsham trying to look at ways of securing help / funding. We spent some valuable time with the Parish clerk learning how Southwater set up their very successful youth club. We have yet to take this further but the ultimate goal for the youth club would be to try and get a youth worker in the village at least on part time basis. This would make much better use of an excellent and currently under used facility. Along with helping to run some youth club sessions the youth worker could help further on a more one to one basis when needed. But as said before these are ideas in motion.

WINTER MONTHS HOME SECURITY

With winter upon us and dark nights drawing in as part of our safer season's campaign we are taking the time to advise home owners about security. Especially targeted at the elderly and vulnerable but with some helpful advice to everyone we are keen to try and ensure that no-one falls victim to opportunistic thieves this winter. We shall be placing up reminder notices on the village notice boards and sending information within the weekly Ashington email newsletter. In addition to this we are currently in the process of putting together a catalogue of our heavily subsidised safety products. This will be made available to residents as soon as possible so everyone can take advantage of the many different products offered. On offer are things like door chains, shed alarms, heavy duty padlocks and even spikes to put on top of your fence.

HOUSE WATCH

Our house watch scheme has been very busy this last month with a lot of residents going away letting us know when their house will be empty so we can keep a discrete eye on it. We can't ever promise to be a private security team for anyone but are more than happy to keep an eye on anyone's home when we are out on patrol. All information is of course kept extremely confidential so no-one else will know you are away.

WARDEN WEBSITE

Coming soon yes the wardens are going to be online www.ashingtonwardens.co.uk . Our aim is to provide an information source to anyone and everyone detailing what we are up to month to month along with pertinent information on anti crime initiatives and similar helpful info. Our hope is that it will become a useful resource and information point for residents in the village.

ROTA CHANGES

To help accommodate Halloween and Bonfire night we have adapted our shifts to work on both of these days. We are continually monitoring our shifts and are trying to be as flexible as we can to fit around the needs of the village.

The Chairman thanked the Wardens for their report.

PCSO Hannah Venus reported:

The known offender had been causing some problems again in the village. He had previously been arrested and released on a restraining order but had broken some conditions of the order. The Police were in the process of gathering further evidence. Increased Police presence in the village on directed patrols from Pulborough & Steyning Police Stations and the Neighbourhood Response Team would be used to gather evidence and reassure residents.

The drunk driver was caught following information given by residents. He was a regular offender and was caught at 2x over the drink-drive limit, fined £200 and given a 15 month driving ban.

The Chairman thanked the PCSO for her report.

Questions for the Wardens/PCSO from Councillors & Members of the public:

1. Cllr Norton reported that motorbikes had been racing round Billingshurst Road roundabout at @2am on 3/11/11. In the past riders/drivers from the coastal stretch were coming to Ashington to race around the two top roundabouts, the police had caught offenders and the behaviour had stopped. It was apparent that it was happening again and she would ask Traffic Division to monitor the area.
2. A member of the public asked about a recent Police raid in The Sands but the PCSO was unable to disclose any information.

363/11 YOUNG PERSONS ADJOURNEMENT

None present.

364/11 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

District Councillor Roger Arthur reported that:

1. The licencing consultation was looking to reduce the bureaucracy associated with holding an event but it is important to keep parts of the legislation that are effective and removing only the parts that are unnecessary.
2. Consultation on Govt. PPG's – it is important that the Govt. define sustainable otherwise there will be many court cases where Developers test the definition.
3. HDC are looking at the issues surrounding Youth Club funding following WSCC's decision to reduce funding to all but the most deprived areas.

The Chairman thanked District Councillor Arthur for his report.

County Councillor Frank Wilkinson reported that:

1. Following the WSCC review of libraries none of the current 36 was proposed for closure in the immediate future.
2. WSCC had received the lowest 'area cost adjustment' from the Government in the last 8 years. WSCC had engaged Ernst & Young and had met with Government officials to try to work out the formula for calculating the 'area cost adjustment'. They were making some progress. It was noted that East & West Sussex are broadly similar in terms of size, population, commerce etc but East Sussex had received £75million more than West Sussex. WSCC were looking to save £79million in the next 3 years but a better Govt. settlement would ease this pressure. The Secretary of State has the power to award a small rebate if they feel it is deserved. WSCC will be lobbying for a better deal from the Govt. in the future.
3. The proposed amalgamation of East and West Sussex Fire Services had been put on hold until more financial details had been looked at.
4. Youth Service – WSCC is looking to save £2million over 3 years but has extended this to 4 years to allow more time for communities to take over youth clubs/services. 20 communities are now managing their own Youth Clubs.

The Chairman thanked County Councillor Wilkinson for his report.

Questions:

1. Cllr Norton reported that speed monitoring had taken place along Billingshurst Road following the reduction in the speed limit but the Parish Council had not received the results. He felt that most drivers were ignoring the new speed limit. County Councillor Wilkinson would make sure that a copy of the results was sent to the Clerk as soon as they became available.

ACTIONS OUTSTANDING:

D = Minuted but deleted from next agenda.

C/F = Minuted and carried forward to 'Actions Outstanding' on the next agenda.

To list = moved to the list at the end of the minutes until some progress is made

365/11 Item 85 Community Action Plan

Members of the Steering Group have indicated to the Clerk that they feel that the Parish Council could oversee the Plan (possibly by forming a Sub-Committee or at full Council

meetings). It was proposed that Council assume responsibility for the Plan and the Clerk be asked to review the current status of all projects in the Plan and bring information to the next meeting. Agreed by all, no sub-committee but review at full Council each month. Steering Group members could attend Council meetings to keep up to date with progress. Clerk to communicate to Steering Group. **KD C/F**

366/11 Item 216 Queens Diamond Jubilee (2-5 June 2012)

Electronic surveys are available online. Paper versions will be delivered early November. Surveys could be made available at the Xmas Fayre. Results would not be available for the next Council meeting (1st December) as the survey deadline is 30th November. **KD C/F**

CORRESPONDENCE

367/11 For action:

1. List of Highways defects/issues – need to prioritise and send to WSCC. Agreed by all, Clerk to send to WSCC, monitor monthly. **KD D**
2. Consultation – HDC proposed budget cuts. Clerk to write to ask that the £5k towards the Wardens cost is not part of the proposed cuts (Neil Worth at HDC has assured the Clerk that the funds are safe). **KD D**
3. Consultation – changes to Licensing Act 2003. Clerk to respond – events should be maximum of 500 people and restriction on frequency of events in small villages. **KD D**
4. Consultation – Horsham District PPG17 update. Clerk to respond, how will additional facilities be funded in the current economic climate. **KD D**
5. Local Government Resource Review – should we ask Sussex Branch of SLCC to respond on our behalf. Agreed. **KD D**
6. Consultation – Public Health Plan. Clerk to respond, how will proposals be funded in the current economic climate? **KD D**
7. Consultation – updating HDC’s byelaws. Does not apply to any land in Ashington. No action.
8. Queens Diamond Jubilee Beacons – does the Council wish to take part? No action.
9. Consultation – HDC Draft Horsham Town Plan Supplementary Planning Document. No action.

368/11 For information:

1. WSCC – improvement works to Hole Street junction
2. Invitation to attend Horsham District’s Health & Wellbeing update event 29th November 10am to 4pm. No volunteers.
3. Agenda Annual Meeting of HALC/HDC – the Clerk has sent apologies as the meeting clashes with this one.
4. HDC’s response to the Govt consultation on the draft National Planning Policy Framework

5. WSCC Update on MWDF – the Clerk has written to WSCC supporting their proposal not to take forward waste sites at Broadbridge Farm & Laybrook brickworks.
6. Southern Water – improvements to Ashington Wastewater Treatment Works
7. Invitation to attend 'Helping rural communities transform their villages' AiRS free workshop on Monday 5th December 10am-4pm. No volunteers.

369/11 General:

1. Update on Southern Water's metering programme
2. AiRS – report & accounts
3. WSCC – looking for volunteer Rangers. The Clerk sent this out on the village weekly email.
4. ERHA Annual Report 2011
5. Clerks & Councils Direct Magazine

370/11 PUBLIC ADJOURNMENT

1. Was the mobile service library being cut? Stops in Ashington had been reduced from 2 to 1 but there were no further cuts planned.
2. Does the Parish Council own & update the noticeboard outside the Indian Cottage? Yes – the Clerk updates as often as possible.
3. Public Footpath past Chanctonbury Nurseries – a fence is falling down over the path and there is dangerous barbed wire both side of the path. Clerk to report to WSCC. **KD D**
4. Speed bumps on Rectory Lane are higher than the regulation 10cm. He had lost a registration plate at one of these bumps and the ground clearance of the plate was 13cm. The Clerk confirmed that there were problems with all of the speed bumps in the village and these are on the Highways Defects list.

The Chairman thanked members of the public for their comments.

371/11 PLANNING.

The Planning Committee met on 19th October and Councillors have been provided with a copy of the minutes. Agreed by all.

372/11 Correspondence

The Chairman informed those present that the Parish Council's 2007 Housing Needs Survey had identified a need for 13-19 affordable homes in the village. Following this, 13 affordable homes had been agreed as part of the new development at Meiros Farm. Applications for the affordable homes at Meiros Farm were currently being received by English Rural Housing Association (ERHA) and this would give the Parish Council valuable up-to-date information on the numbers of people needing affordable homes in the village. Deadline for applications is 23rd December 2011.

John Longhorn reported that:

Since the last time he had attended a Parish Council meeting there had been a lot of survey work done at Penn Retreat. Southern Water had previously commented that the

existing sewers in the village were at capacity and therefore foul drainage was an impediment to development and a private system would need to be considered. However, recent work had indicated that there is some capacity at a nearby manhole and, therefore, there is no need for a private foul system. Soil surveys had shown that there were no contaminants and the soil structure was such that straightforward foundation designs could be used.

Preliminary designs had been shown at a previous Parish Council meeting and the Council's comments had been taken into consideration when designing the latest plan. The Housing Needs Survey of 2007 had shown that 6 additional affordable homes were required for Ashington and the layout of the site reflected this need - 18 homes in total were being proposed; split into 11 market homes and 7 affordable homes. The 11 market homes comprise: 6 x 3-bedroom houses and 5 x 2-bedroom houses. The 7 affordable homes comprise 7 x 2-bedroom flats reflecting the Parish Council's previous request for smaller homes in the village. The 3 bedroom houses are @1000 sq. ft and the 2 bedroom houses are @800 sq. ft. All homes are traditional 2 storey as this is in-keeping with the area. Some plots have their own parking spaces, others have spaces in car parks. The site is @1 acre in total.

The point of access to the development had been moved slightly towards Rectory Lane to make better use of the land and to prevent new homes being positioned back-to-back with Penn Gardens. Houses were planned to be well away from the ditch at the western boundary, large tree on Rectory Lane would be kept. One tree in a garden at Penn Gardens does impinge on the site.

Development on the site is restricted by the fact that there is a sewage pumping station on the site and Southern Water require a 15m 'exclusion zone' where habitable rooms are not permitted. In addition, development is not permitted within 3m of the foul sewer that runs through the site. Careful planning of roads and car parks allows houses to be built outside of these areas.

Plans for this site had been delayed as the owners & agent were trying to resolve some issues at their site in Washington. These had now been resolved and they were now keen to pursue Penn Retreat to a conclusion. The planning application for a gypsy site (DC/10/1288) had been put 'on hold' until a housing option for the site had been explored with the Parish and HDC.

John Longhorn confirmed that he had not presented these plans to HDC yet as he wished to hear the comments of the Parish Council first. He is keen to engage the Parish Council and Residents Association early on in this process. He had spoken to Andrew Smith at HDC about the affordable homes and they would be keen to work with ERHA to deliver the affordable units.

S106 funds for community facilities, transport, education etc would be generated by this development.

The Chairman opened up the meeting for questions from Councillors & Members of the Public:

1. **Parking** - Concern was expressed by many about the apparent lack of parking spaces at the new development. Penn Gardens does not have sufficient parking spaces to accommodate its residents vehicles and these spill out onto the road towards Rectory Lane. Parking currently occurs on the footpath as the road is not wide enough to allow vehicles to pass parked cars. Insufficient parking at the proposed new development will cause even greater problems. Service vehicles could struggle to access Penn Gardens and the new development. Ashington is a rural area with no railway station, very limited bus service and couples require one car each in order to access facilities. John Longhorn explained that WSCC Highways specify 1.5 parking spaces per property and Highways may object to the application if too much parking is provided. Although he then explained that at a recent development in Pulborough 1.75 spaces per house had been approved as the Parish Council has explained why additional parking was necessary to serve the development. Roger Arthur explained that HDC could support additional parking under special circumstances. Several people commented that in this location 2 parking spaces per house should be provided. A comment was made about the possibility of issuing residents parking permits although this would impact on visitors to the area.
2. **Children** – concern was expressed that this location is some distance from play facilities in the village and thought should be given to where the children will play.
3. **Housing density** – several comments related to the number of houses proposed for the site, especially as there are ‘exclusion zones’ on site where houses cannot be located. Good planning design ensured that these zones are used for parking & roads and use of flats allows for a greater apparent density. However 18 homes on the site was felt by some to be possibly too dense – HDC should be asked to comment. If less houses were built then more parking could be provided.

The Chairman thanked everyone for their comments. He explained that the Clerk would summarise the discussion in the Minutes of the meeting and send a copy to John Longhorn.

John Longhorn would then seek pre-application advice from HDC before submitting a formal planning application.

373/11 New Enforcement Allegations/Information

EN/11/0542 Use of annexe as independent unit of accommodation - The Annexe, Broadbridge Farm

EN/11/0567 Garden shed in the front garden being lived in - 10 Hillcrest Drive

374/11 Amendments

None

375/11 Applications

DC/11/2130 Fell 2 x Narrow Leaved Ash trees (T1 and T2 to the rear of 23 Willard Way) - Covert Mead. The Council had no objections.

Horsham District Council

376/11 Approvals

DC/11/1618 Construction of a walk-in Ferric Dosing kiosk and Effluent Monitoring kiosk to support wastewater treatment works upgrades (County Consultation) – Sewage works. Also approved by WSCC

DC/11/1648 Non material amendment following a grant of planning permission DC/10/0864 (Erection of 29 dwellings) to include width of access road servicing plots 8 and 9 widened from 3m to 3.7m and development entrance feature formed by 2 x semi-circular walls – Meiros Farm

DC/11/1397 Surgery to 2 oak trees (T1 and T2) – The Rectory, Mill Lane

DC/11/1644 Provision of temporary marketing suite with associated visitor parking – Meiros Farm

DC/11/1645 Provision of signage for temporary marketing suite – Meiros Farm

DC/11/1938 Insertion of a new window in the side (east) elevation of the property – Rectory Cottage, Rectory Lane

DC/11/1948 Single storey side extension – 9 Church Close

377/11 Refusals

None

378/11 Withdrawals

None

379/11 Appeals made/ decisions

None

The next Planning Committee meeting is scheduled for 16th November 2011 at 7.00pm.

FINANCE

380/11 Correspondence

Some time ago the Clerk raised the issue that the ditch between Meiros Way and Covert Mead needed clearing. She obtained a quote from Mark Adsett of £1000. Land ownership in the area is shared between the Parish Council, Covert Mead & Meiros Way residents. The Clerk apportioned the cost appropriately according to land ownership and wrote to all affected residents. She received the appropriate payments from all but one house (fortunately all the work except this piece can be done and the price will reduce to £900). Therefore the cost to the Parish Council for clearance of its land is only £250. Councillors were asked to approve the expenditure. Agreed by all

Quarterly bank reconciliation – the Clerk reports that Cllr Norton has reviewed and signed the quarterly bank reconciliation.

Quarterly budget report – the Clerk reports the following areas of budgetary overspend (in addition to those previously reported in August):

1. Skatepark Insurance – budget set £230, actual expenditure £253.13
2. Annual Report – budget set £200 plus £100 for delivery as part of Parish Plan budget, actual expenditure £345.12. Printing costs were on budget but postage/delivery were more expensive than expected.

Consider a request for a donation from Camelia Botnar Children's Centre. Not agreed. Cllr Harbour asked if the Clerk could compile a list of organisations requesting donations. The Clerk would begin to compile a list.

Mark Adsett has proposed to construct a wire mesh compost pile at Church Close pond for all of the hedge trimmings from Council land in the area. Cost @£50-60. Agreed by all, from Open Spaces budget.

Cllr Wood reported a recent newspaper article had reported that the Icelandic Courts had decided that local Council investors in collapsed Icelandic banks should be given priority over re-payment. The Parish Council could, therefore, receive more than the predicted 75-84p in the £ although it would be some time before details were known.

381/11 Income

None

382/11 Expenditure

		Cheque no.	
Mark Adsett	Gardeners contract payment	£475.00	
	Hanging basket watering (£65 x 2)	£130	1241
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Total	£17	1242

WSSC	Salary and on costs (October)	£820.05	1243
Plusnet	Broadband	£17.99	DD
Ashington School	Meeting cost	£20	1244
SOS Systems	Photocopier	£47.92	1245
SP Services	responder equipment	£53.88	1246
Helping Hand	Litter picking equipment	£133.20	1247

It was resolved that the schedule of payments shown above be approved for payment. Agreed by all.

The Finance Committee will meet on 16th November at 7.30pm in the Parish Office to discuss the preliminary budget figures for 2012/13.

383/11 MEETINGS

Cllrs Clark, Stillwell and the Parish Clerk had attended a Wardens meeting on 1st November. Minutes would be circulated separately.

384/11 MINOR MATTERS RAISED BY COUNCILLORS

Councillors reported:

1. Overgrowing vegetation on the public footpath from Hole Street to Hole Street Fisheries. Clerk to report to WSSC. **KD D**
2. Southern Water will require all cesspit/septic tank owners to be registered in the future. Registration can be done online. There is no need to do anything just yet.
3. Cllr Norton is unable to attend the Residents Association meeting on 9th November on the Council's behalf.
4. One resident was concerned that she is unable to get to the Doctors as bus services in the village have been cut. The Clerk reported that if the resident could be identified then she will send information about the various community transport services available to residents for such visits.
5. When will the new swings be in place in the Foster Lane play area. Margaret Alford from ACCT reported that they would be installed within 7 days.
6. How much usage did the Parish Council's broadband get – Clerk usage, Youth Club, Chiropractor plus one or two individuals. The broadband is only accessible to people in the immediate area.
7. Can the snowplough clear the entrance to Turnpike Way to allow delivery lorries to access the shops. The Clerk responded that the first time that the snowplough works in the village she will liaise with the driver about clearing this area. The issue is one of ease of access and manoeuvrability of the plough.

385/11 DATE OF NEXT MEETING

The next meeting will be held at **7.45pm on Thursday 1st December 2011** at **Ashington School, Foster Lane.**

The meeting finished at 9.20pm

Signed.....

Date.....

386/11 Items awaiting action:

Item No	Description	Last Action & Date
1	Mill Lane flooding	EA to organise meeting with WSCC/HDC/PC July 2011
32b	Spur road of The Sands & Viney Close – streetlights & laybys	No progress August 2011
218	East Side nature trail handrail	Re-assess in December 2011 when budget setting
	No information has been received from WSCC Pension Fund about the likely cost of Ill Health retirement.	

387/11 WSCC Highways Issues

Fault	Date reported	Reference no	Comments
Trees on north side of recreation ground need cutting back	24 th July 2007	Email to Highway Rangers	County Councillor to ask WSCC to cut as ownership unclear
tree on London Road opposite the Methodist Church is dead	3 rd August 2007	WSEK-75QDJG	Has been felled, April 08. Awaiting replacement
Sign beside A24 at Mill Lane junction discouraging crossing at that point	WSCC are designing a sign and will pass to the PC for approval	July 08	
large white concrete blocks on the highway verge opposite the entrance to Holmbush House, Old London Road	Reported to Highways Sept 08 Reported again Dec 08		
Reduce speed limit on Hole Street to 40mph	WSCC to add to TRO priority list	WSCC will undertake a review of the speed limit on Hole Street prior to it being placed on Chanctonbury CLC Traffic Regulation Orders (TRO) List. The review will investigate the current traffic speeds and compare the location against West Sussex County Council Speed Limit Policy (2010).	March 2011