



Ashington Parish Council

Minutes of the meeting held on 4th February 2010 at 7.30 p.m. in the Methodist Church, London Road, Ashington

Present: Councillors K. Hayler, M. Woolley, B. Norton, N. Carver, R. Brennan, K. Wood, D. Harbour, T. Kearney
Parish Clerk Karen Dare
County Councillor Frank Wilkinson
Three members of the public

032/10 APOLOGIES AND REASONS FOR ABSENCE

Cllr Hayler sent apologies as she would be late for the meeting due to a personal appointment. Until she arrives Cllr Woolley would Chair the meeting. Apologies received from District Councillor Roger Arthur (holiday), Cllr Joan Norris (illness), Cllrs Judith Stillwell & Neville Clark (both personal).

033/10 DECLARATIONS OF INTERESTS

Cllrs Hayler, Kearney & Harbour declared a personal prejudicial interest in the potential composting site at Broadbridge Farm (planning section) as they are all allotment holders on the Farm. For the record it is not yet clear if the proposed compost site will adversely affect the allotments, however, it is considered prudent to consider their interest as prejudicial. This declaration will be reviewed when more information is made available. Cllr Clark is also an allotment holder and has declared the same personal prejudicial interest to the Clerk for future meetings.

Cllrs Norton & Carver declared a personal interest in the potential composting site at Broadbridge Farm (planning section) as they are personal friends of the applicant.

Cllr Wood declared a personal interest in the potential composting site at Broadbridge Farm (planning section) as the owner of Broadbridge Farm is a customer of his walking stick business.

Cllrs Woolley, Stillwell, Norris & Brennan have confirmed that they are neither allotment holders nor personal friends of the applicant.

For the record the Parish Clerk confirms that she is an allotment holder at Broadbridge Farm.

County Councillor Frank Wilkinson confirmed that he was unable to take part in discussions about the potential compost site at Broadbridge Farm as his WSCC portfolio includes Waste & Minerals strategy & development.

Cllr Hayler declared a personal prejudicial interest in the development of Posthorses/Aladdins Cave as the property is very close to her own (planning amendment section)

034/10 APPROVAL OF MINUTES

The Minutes of the meeting held on the 7th January 2010 were approved as a true record and signed by the Chairman. Proposed by Councillor Norton and seconded by Councillor Harbour, and agreed.

035/10 REPORT FROM THE NEIGHBOURHOOD WARDENS

The Clerk read out the Wardens report:

January was a very testing month as we were faced with severe weather conditions due to the large amount of snow and icy conditions. One of our main priorities was to make sure the more senior members of our community were helped by ourselves and neighbours in their time of need with shopping, prescriptions and to make sure they kept warm and safe.

Anti-social behaviour: We received information on the culprit who caused damage to the front hedge of a property in The Sands, Police are following this up. Also, Police are following up leads regarding the damage to the polytunnel on school premises. There was an arrest made after an incident of drunk driving in Rectory Lane. There was damage to a car in Rectory Lane in the early hours of the morning and the Police are investigating. There was a drugs raid last week on a house in Ashington.

Environmental: HDC parked their bin lorry at the bottom of The Sands for a few days and on London Road as it was not possible for normal bin collections due to the snow.

Community: In February half term we have a new dance class starting up – Top Spin- for youngsters age 8-13 years.

Junior Warden Scheme: In January we had the first catch up session with our new and older Junior Wardens to plan the years activities. We now have a total of 16 Wardens. Cubitt & West have agreed to sponsor the new uniforms and it is currently being designed.

036/10 YOUNG PERSONS ADJOURNEMENT

An opportunity for young people to speak to the Parish Council. The Junior Wardens will attend the March meeting.

037/10 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

County Councillor Frank Wilkinson reported:

1. Chris Bartlett at WSCC has received a letter from Cory saying that they (Cory) intend to send the further information to WSCC by Friday 5th March. Once this had been received, validated and registered there would be a public consultation period, which he thought most probably would be for 8 weeks (8 weeks after the 5th March is 30th April). He also informed me that the determination date (the target date by which a decision should be made) had been extended to 30th July (this is just after a planning committee meeting scheduled for 27th July but WSCC would push to make a decision on 27th July). This information would be going up onto the website soon. County Councillor Wilkinson confirmed that the matter would not now be discussed at the WSCC Planning Committee meeting on 12th February.
2. WSCC Cabinet would be discussing the proposed speed limit reduction along Billingshurst Road on 12th February. The Cabinet Member for Strategic Planning & Highways was against the reduction to 30mph – there were a number of pros and cons that would be debated. It is likely that Cabinet could agree to an independent report to be presented to Cabinet before the end of the year. County Councillor Wilkinson felt that this was far too long a time period and would be pushing for a decision to be reached much earlier than this.
3. Billingshurst Road flooding – the flood outside Meadow House was on Highways work list, alongside hundreds of other similar problems. County Councillor Wilkinson would try to push it higher up the priority list. Cllr Brennan reported that there had been 2 accidents earlier in the week – vehicles had slipped on the ice formed on the flooded area and had both ended up in the ditch. The Police had attended one of the accidents. Cllr Brennan had also witnessed a motorbike ride up onto the grass verge in order to get around the icy stretch. WSCC had attempted in the past to solve this problem but had failed to find a permanent solution. It was understood that the problem had persisted for at least 15 years and Parish Councillors felt that this was totally unacceptable and that by its inability to sort the problem out WSCC is putting many lives at risk.
It was agreed that:
 - a. Cllr Norton send details of the latest 2 accidents to County Councillor Wilkinson
 - b. that the Clerk write to Neil Smith at WSCC
 - c. County Councillor Wilkinson meet with Highway Engineers on site to see what can be done **BN/KD** **C/F**

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

038/10 Item 85 Community Action Plan

The Chairman explained that part of this discussion should be moved back on the agenda to wait until Cllr Hayler arrived at the meeting. Agreed by all.

Printing costs are likely to be £400-600 for a glossy report to be circulated to all households in the village. The Parish Council did not specifically budget for this

item but the cost could be taken from the Contingency budget. Agreed by all.

KH C/F

039/10 Item 193 RASP Programme

The Clerk had been informed that grants of up to £3000 are available from SEEDA for projects falling under the RASP Programme. After discussions with AiRS it was proposed that an application be submitted for 3 laptop computers, wireless broadband, laser printer etc to establish a 'public access internet' facility in the Parish Office. The timescale for the grant application is very tight and funds must be spent by 31st March. Details about how the facility will be run and managed can be worked out if the application is successful. Agreed by all.

KD C/F

040/10 Item 202 Parish Council Office

The lease commenced on 1st February and the Clerk has begun moving in gradually. The other tenant is still arranging for carpet to be installed throughout. The Clerk is proposing to work in the office initially Monday and Thursday 1.30-3pm and has drafted a Press Release for the village email detailing office hours etc. These times coincide with the other tenant being present in the building. For reasons of personal safety the Clerk will not accept visitors if she is alone in the building.

It was agreed that:

- a. The Clerk prepare notices of office hours to display in the noticeboards and in the Co-op

KD D

041/10 Item 205 Older Persons Housing Needs Survey

The Clerk has produced a draft report and circulated it to Councillors. The report concludes that there is no need for a development specifically for older people in the village as most people would prefer to remain in their current properties and receive low level support in situ. However, a significant number expressed an interest in eventually moving into a bungalow in the village. A copy of the report has been sent to HDC Planning. No amendments were suggested and the Clerk would formally issue the report.

KD D

Cllr Hayler arrived at the meeting and took over as Chairman.

042/10 Item 206 Emergency Plan

Following the recent heavy snowfall Councillors were asked to review the Emergency Plan and to make suggestions for any actions that could be taken in the future. Cllr Norton explained that it is important to remind residents that clearing snow from roads that are not gritted/cleared by WSCC is the responsibility of residents and that Parish Council has no role/responsibility in snow or ice clearance. Cllr Carver urged caution if the Parish Council supply names of contractors to local residents as the contractors could be viewed as 'Parish Council Approved' and this is not the case. Cllr Carver reminded County Councillor Wilkinson that in the past farmers were supplied with snow ploughs and other clearance equipment (free of charge from WSCC/transport ministry or another government body) and had an agreed schedule of roads that they would clear in the event of snow. For their services the farmers would receive payment

by way of reduced rates. He asked County Councillor Wilkinson what had happened to this equipment and agreements. County Councillor Wilkinson assured Parish Councillors that WSCC would be reviewing recent events in order to learn from the experience. They would be involving other groups/organisations in the review and there would be some Parish Council input in the review. Cllr Hayler reported that HDC had suggested holding a list of 4x4 wheel drive vehicle owners but she had pointed out that this was a huge administrative task and would need updating regularly as owners changed their vehicles. She had almost completed the list of Parish Councillors emergency contact numbers. It was reported that there had been 2 recent accidents on the northern A24 slip roads as they had not been gritted and ice had formed overnight. **D**

043/10 Item 207 Drainage of land to the rear of Chanctonbury

Councillors are aware that the East side nature trail is very wet in the area to the rear of houses in Chanctonbury. This has been an ongoing problem for many years. The trail footpath regularly has standing water as do back gardens in the area. It has been suggested that the Parish Council install a drainage ditch to drain ground water in the direction of either the dry balancing pond or the existing ditch to the rear of The Willows. Councillors felt that it would be prudent to get this work done. Cllr Carver asked to visit the site with the Clerk. It was agreed that the Clerk obtain some quotes. **KD C/F**

044/10 Item 85 Community Action Plan

The Steering Group have produced a draft of the Community Action. Any comments on the draft plan should be sent to Cllr Hayler before 17th February. Cllr Hayler explained that the draft included a summary of the previous Plan and items achieved, actions taken from the results of the Survey. Items that had scored very low on the Survey had been left out. Cllr Norton discussed a number of historical inaccuracies in the draft plan and there was some discussion about the correct dates for events. Cllrs Wood & Carver pointed out that the bridleway route to Storrington, that had been in the 2006 Parish Plan did not appear in the draft 2010 Plan despite not having been achieved and the fact that the Steering Group had received a petition with over 100 signatures asking for the bridleway route to be created. Cllr Hayler explained that the Steering Group had left it out of the 2010 Plan as they felt that the project was already ongoing and in the hands of WSCC. Councillors felt that the project should still be on the Plan 2010 as it was unlikely to attract any funding unless it is on the Plan. It was agreed that:

- a. the bridleway project be added to the Community Action Plan 2010.
- b. The draft plan be amended in light of Cllr Norton's comments

KH C/F

CORRESPONDENCE

045/10 For action:

1. South East Coast Ambulance Service are seeking to become an NHS Foundation Trust becoming answerable to their 'members' rather than the Government. They are seeking new members and it was proposed that the Parish Council become a member. Agreed by all. **KD D**
2. Invitation to Public Debates 'Development vs Protection' and 'Manual for Streets Workshop'. Cllr Harbour would attend the first debate.

3. Academic Survey on Bullying within Parish Councils. No response.
4. Sustainable Communities Act Amendment Bill – lobbying local MPs. The Clerk would find out if Nick Herbert MP was a supporter of the Bill, if not, she would write to him. **KD D**
5. Some villagers are proposing to hold a ‘Village Makers Market’ possibly in the Methodist Church selling locally produced goods eg cakes, chutneys, crafts etc. The Parish Council has been asked if it wants a stall at the market – not agreed as it was felt that the new Parish Office would make the Council more accessible to the public, however, on occasions the Council may wish to have a stall at the market. **KD D**

046/10 For information:

1. WSCC Highways re: Red Lion mini roundabout – WSCC is responsible for the roundabout and will inspect it and make repairs if necessary.
2. HDC – new Management structure
3. SPAG – update on Core Strategy consultation
4. Grant scheme for planting new hedges & hedgerow trees – pass to ACCT.
5. HDC Press Release praising the efforts of the Wardens during the snowy weather
6. WSCC Highways – Billingshurst Road flooding
7. WSCC – replacement of aged & inefficient lighting stock. It appears that in October 2010 some streetlights in Brookside, Mill Lane, Mill Mead, Morleys, Penn Gardens, Rectory Close & Willow Way will be replaced. More details will follow. It was agreed that the Clerk contact WSCC to see if there would be a cost to replace the old streetlights with the same style as currently installed in London Road. **KD C/F**
8. NALC Local Council Awards 2010
9. WSCC Library Service – Storrington library will open one hour longer than currently following a review of the service. It was agreed that the Clerk write to WSCC to thank them for the extension in opening hours. **KD D**
10. WSCC – bus shelter grants scheme
11. HALC agenda 25th January 2010
12. WSCC – feedback from questionnaire and meetings with Town & Parish Councils. The Parish Council’s comments had been taken into consideration in the feedback. No additional comments were felt necessary.
13. HDC – Strategic Housing Land Availability Assessment explanation

047/10 General:

1. Steyning goes carrier bag free
2. West Sussex Healthy Homes Partnership supply free oil filled radiators to homes without a heating system. Pass to Neighbourhood Wardens. **KD**
3. Message from Sussex Police
4. WSCC – approved traders brochure
5. The Clerk magazine
6. Clerks & Councils Direct
7. West Sussex Connections magazine
8. Partnership News
9. Autumn Village Hall workshops (given to ACCT and Methodist Church)

048/10 PUBLIC ADJOURNMENT

Cllrs Hayler, Kearney & Harbour moved to the public gallery. Cllr Woolley took over as Chairman.

Cllr Woolley explained brief details about the proposed composting facility at Broadbridge Farm for the benefit of the members of the public. He then invited comments:

1. Lorries will find shortcuts and will not stick to approved routes. They will always come through the village and width restrictions on rural roads does not stop lorries from using them. Possibility of additional traffic along the Wiston Road as a shortcut to and from Steyning.
2. Additional noise from the A24 with all these extra lorries.
3. On and Off slip roads at Hole Street are unsuitable for these lorries – too short, too narrow and have tight bends.
4. Lorries that are short enough to pass under the southern A24 flyover will inevitably take this shortcut to the site.
5. The application mentions a possible new route off the A24 but there are no further details. Would this go across farmland?
6. There is the potential for the northern roundabouts in Ashington becoming extremely congested if Laybrook Landfill, new petrol station and this composting site go ahead as many lorries will be heading on and off the A24 at this junction.
7. The site is too close to a large number of houses and there is the risk of smells. Other similar sites eg Isfield, Tangmere are located much further away from residential properties
8. 'Poor Ashington – we are getting waste sites from all directions'
9. Difficult to believe that this large number of lorries will be descending on the village. This will surely have an impact on the value of everyone's property.

The Chairman thanked the public for their comments on this proposal.

Cllrs Hayler, Harbour & Kearney returned to their Council seats and Cllr Hayler resumed the chair.

Cllr Hayler asked members of the public if they had any other matters to raise that were not compost site related:

There were concerns expressed about the flooding along Billingshurst Road. One person had driven along the road on an icy morning and even his 4x4 could not get any grip on the ice. He had witnessed a motorbike drive purposely onto the grass verge in order to drive around the icy patch.

049/10 PLANNING.

The Planning Committee did not meet on 20th January as there were no applications to discuss (see below).

050/10 Correspondence

New Enforcement Complaints: None

Cllrs Hayler, Kearney & Harbour left the room. Cllr Woolley took over as Chairman.

WSSC Minerals & Waste Development Framework has identified a potential site for an open composting facility on land at Broadbridge Farm to the east of Ashington village. Councillors to discuss.

The Clerk had spoken to a planning consultant working on behalf of Olus Environmental regarding the proposed compost site and had managed to glean some important information about the proposal:

1. The existing road up to Broadbridge Farm will be the main entrance to the site
2. Access to and from the site will be from the southbound carriageway of the A24 only ie Hole Street slip road off. Lorries will travel along Hole Street, turn left at the junction and then immediately right up Broadbridge Farm road. A new road will be constructed from the cattle grid, across the field, to the east of the sewage works and into the proposed site.
3. All vehicles leaving the site will be required to turn left onto Hole Street and right onto the A24 southbound carriageway via the slip road
4. For vehicles wishing to travel north they will have to go down to Washington roundabout and turn round.
5. Vehicles travelling north on the A24 and wishing to enter the site will have to exit the A24 at the north of Ashington, go all the way round Billingshurst Road roundabout and back onto the A24 southbound carriageway and off at Hole Street. Therefore travelling past Ashington twice – north then south. The lorries will be too big to exit the A24 northbound at the Mill Lane slip road and turn right under the flyover.
6. Olus will enter into a routing agreement so that this is the only route lorries should travel.
7. Lorries will be 10tonnes and there will be an average of 34 per day in and out = 68 lorry movements average
8. They accept that the site is only 230metres from the nearest house but state that their planned site layout will ensure that the compost processing areas are located 330metres from the nearest house
9. A 3m high bund will be built around the site (presumably with the soil that they scrape off before they build the big concrete slab for the compost operations to sit on top)
10. A planning application will be submitted in the ‘very near future’
11. They will probably attend the next PC meeting to give us more info.
12. This is not the only site in WSSC that they are considering – they have 2 others in mind.

Given this information Councillors made the following comments:

1. Councillors were keen to point out that they are in favour of recycling green waste and other recycling/sustainability projects (as opposed to an unsustainable landfill type activity) but feel that this site is not suitable for any development for the reasons listed below.

2. Given the current situation with the proposed landfill site at Laybrook Brickworks Parish Councillors would not want to see both waste sites developed as this would be disastrous for the village and surrounding area. The cumulative impact would ruin the village.
3. The Hole Street slip roads (on and off) are far too short, narrow and bends are too tight for large, slow moving lorries
4. How will they stop vehicles from turning right out of the site and coming up through the village to head north on the A24?
5. For vehicles travelling north and coming off the A24 at the Billingshurst Road roundabout the Parish Council has always had concerns about the slip road and cambers.
6. The additional lorry movements on the A24 will add extra noise. Ashington Community Plan 2010 lists noise reduction from the A24 and reducing the number of lorries through the village as very high priorities.
7. Everybody knows that lorries do not follow routing agreements.
8. Potentially lorries from the A283 Steyning could cut through Water Lane, Wiston (past the tea rooms) to access the site (rather than travel all the way up and then down the A24) – what will be done to stop this? WSCC is already aware that this is used as a rat run by loads of lorries at present.
9. Visibility for lorries turning right into the site from Hole Street is inadequate and the same is true when exiting left from the site onto Hole Street. In addition, visibility is poor when turning right from Hole Street towards the A24 slip road.
10. WSCC documents mention a ‘potential new access from the A24’. Given the sub standard slip roads at Hole Street it may be necessary to build complete new on and off slip roads to access the site – the cost would be huge, farmland would be lost, Broadbridge Farm would effectively be split in two, public footpaths affected etc. The current plans to build a new access road across farm fields is detrimental to the countryside.
11. Is the fact that the site is 230metres from houses acceptable given that WSCC policy states a minimum of 250metres? Isfield have a similar site 700 metres from their village and were plagued by smells when it first opened. This facility will be half that distance from Ashington. The Parish Council would need more information about potential smells and its impact on the village.
12. There is a potential for noise pollution from the machinery operating at the site as well as the additional lorries on the A24.
13. The site is on a slope and there is potential for leachate/run off to enter the stream close to the site and flow into nearby fishing lakes
14. There is no access to the site from the northbound carriageway – concerns are that northbound traffic will try to find shortcuts rather than follow the approved route.
15. The current road up to Broadbridge Farm is well used as a footpath for walkers with dogs, pushchairs, children etc. It is a popular family route and this will seriously be affected by lorries. In addition, the first section of the route is a public footpath and there is no information about how the footpath will be affected by the lorry movements.
16. There are lots of fields next to the A24, away from villages & towns – why choose this site?

17. The Parish Council would like to visit the Olus site in Twineham to see how it operates.

At the time of the meeting it was not known if there were any health risks associated with this type of compost facility.

It was agreed that the Clerk investigate further and draft a response (with Cllrs Woolley & Norton) and circulate to Councillors (except those with declared prejudicial interests) for comment before submission and try to arrange a visit to the Twineham site. **KD C/F**

Cllrs Hayler, Kearney & Harbour returned to the meeting & Cllr Hayler resumed the Chair.

051/10 Amendments

DC/09/2298 Demolition of existing building, construction of 2 storey building with ground floor veterinary Surgery and first floor 1x3bed flat – Flowerpots, London Road. Addition of tile hanging. Agreed by all.

Cllr Hayler left the room & Cllr Woolley took over as Chairman.

After consultation with the Planning Committee the Clerk responded to HDC re: DC/09/2345 Demolition of rear part of existing building and erection of 1 x 4-bed detached dwelling with associated access, parking and amenity - Post Horses London Road. Councillors felt that a Planning Committee meeting was not necessary when the application was identical to a previous application except that the house had been moved 30cms to the west.

'The Parish Council note that the proposed house has been moved 30cms away from the northern boundary to allow for foundations not to encroach under the adjoining land, however, the proposed house needs also to be moved 30cms to the west to prevent foundations encroaching the boundary at the north-east corner of the house.'

A further amendment has been submitted that moves the house 30cms west. However, the 'pergola style car port' has been removed from the amended plans. Councillors had no objection to the car port being removed from the plans.

Cllr Hayler returned to the room and resumed the Chair.

052/10 Applications

DC/09/2295 Extension to existing building to provide storage area with plant area above, erection of fork truck charging area and changes to internal layout Unit 1 Wiston Business Park. Cllrs suggested that acoustic restrictions be imposed to reduce noise levels to nearby houses.

DC/10/0098 New front dormer and enlargement of existing rear dormer, single storey rear extension - 7 Timberlea Close. No objections.

DC/10/0109 To take down pole barn and install a mobile home – Cublands

Cottage, East Wolves Farm. Councillors were concerned that this creates a new dwelling in Ashington (a Category 2 settlement), the site is outside the Built Up Area Boundary, the home does not seem to be 'mobile' but more a fixed position log cabin. The majority of Councillors objected to this application (5 against, 0 for, 3 abstentions)

DC/10/0122 Rear conservatory – 11 Willard Way. No objections

DC/10/0145 Surgery to beech hedge – 27 Rectory Close. No objections although the work to be undertaken by a qualified tree surgeon, permission from the owner of the trees must be sought, no lower than 4m.

Notification of Planning Appeal – against refusal of permission for DC/09/1762, Formation of 3m wide track for horses, Triggles House, Hole Street. The Parish Council had no comment having previously supported this application.

Landfill at Laybrook Brickworks –The consultation period has now ended. County Councillor Wilkinson updated the Parish Council during his report. **KD C/F**

Horsham District Council

053/10 Approvals

None

054/10 Refusals

None

055/10 Withdrawals

None

The next Planning Committee meeting is scheduled for 17th February 2010 at 7.00pm **in the new Parish Office.**

056/10 FINANCE

Posthorses pond – needs dredging by a digger to remove built-up silt and reedmace. The contractor will start dredging mid February and move the silt once it has dried out. **KD To list**

Cubitt & West have agreed to sponsor the new Junior Wardens uniforms, therefore the Parish Council does not need to become a sponsor.

Cllr Harbour will attend the SALC Councillor Update & Briefing session at a cost of £135 + VAT. To be paid from the Council's training budget.

The Clerk reports that the quarterly bank reconciliation was checked and signed by the Chairman. Cllr Norton volunteered to check the next reconciliation, Cllr Carver the following one.

The Clerk reports the following areas of budgetary over or under spend:
Stationery +£110 (mainly due to print cartridges)

Insurance +£1400 (new play area)
 Software +£35 (new accounts software)
 Parish Plan +£140 (meetings etc)
 Litter Warden -£3100 (Wardens doing duties)
 Play area maintenance -£1700 (no major repairs needed)
 Wardens -£4303 (Warden short for part 08/09)
 Contingency -£1825

It is clear that budget savings far exceed any overspends. This information will be used in future budget setting exercises.

057/10 Correspondence

The weedkilling contractor has reported that the annual cost of weedkilling will be £315 + VAT. This is a very small increase on 2009/10.

058/10 Income

HDC Environmental Cleansing Grant £790.72
 National Savings Account Annual Interest £324.68

059/10 Expenditure

			Cheque no.
Donation to Ashington Methodist Church (meeting 4 th February £20)		£20	1011
Mark Adsett	Gardeners contract payment	£445.42	1012
	Warminghurst Close play area hedge (as agreed 5/11/09, minute 342/09)	£225	1020
Mrs. K. Dare	Clerks expenses (home & telephone)	£17	
	Postage	£2.38	
	Land Registry search	£4	
	Print cartridges	£32.93	
	Paper	£38.85	
	Total	£95.16	1013
WSCC	Salary and oncosts (December)	£748.57	1014
SOS Services	photocopier	£42.65	1015
ACCT	Parish office deposit	£300	
	Lease payment (due quarterly in advance)	£189	
	Meeting room hire (Parish Plan)	£9.75	1016
Languard Ltd	weedkilling 2009	£364.25	1017
E. Greenfield	Responder expenses	£10.80	1018
S. Fenn	Responder expenses	£86.06	1019

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

060/10 MEETINGS

Cllr Norton & the Parish Clerk had attended a follow-up meeting with Southern Water and minutes have been circulated to all Councillors.

Cllr Hayler attended the Laybrook petition handover event at WSCC on 29th January.

Cllr Hayler attended HALC on 25th January. Minutes will be circulated in due course.

Cllr Harbour had attended a meeting organised by Shipley Parish Council to discuss the proposed landfill site at Laybrook Brickworks and she gave a short report.

061/10 MINOR MATTERS RAISED BY COUNCILLORS

Cllr Brennan pointed out that there are a large number of potholes adjacent to the speed humps in London Road. The Clerk has already reported these to WSCC.

Cllr Brennan expressed concern at the number of cars blatantly parking on footpaths. This has been reported many times to HDC and the local PCSO but the Clerk would report again. **KD D**

Cllr Brennan reported that he felt that HDC's refuse collection service had been very poor in December/January. Service was poor during the bad weather, his bin had been missed by the collection staff. HDC is reviewing its service in light of problems during the bad weather.

Cllr Wood reported litter on the southern slip road beside Bridge Garage – Clerk to inform the Wardens. **KD D**

Cllr Wood reported that the litter bins in the village need emptying – Clerk to inform HDC. **KD D**

Cllr Norton referred to the recent article about the proposed Landfill site at Laybrook Brickworks that had appeared in the County Times (showing a photograph of himself and his wife on Billingshurst Road). He explained that he had been speaking as a private individual and had not introduced himself nor mentioned that he is a Parish Councillor to the County Times reporter. The County Times article referred to him as a Parish Councillor as they have known him for many years and know him to be a Parish Councillor.

Cllr Woolley reported that there is a tree branch overhanging the car park at the shopping centre and that it appears that many cars have accidentally reversed into it given the amount of broken glass in the area. Clerk to report to shopping centre management. **KD D**

Cllr Hayler reported that she had been contacted by a local dentist who is considering opening up a practice in Ashington.

Councillors agreed that the Clerk (on behalf of the Council) should thank the Wardens for their great work during the recent bad weather.

062/10 DATE OF NEXT MEETING

The next meeting will be held at **7.45pm** on **Thursday 4th March 2010** at the Methodist Church, London Road (to be preceded by the Annual Parish Meeting)

The meeting finished at 9.30pm

Signed.....

Date.....

063/10 Items awaiting action:

Item No	Description	Last Action & Date
32b	Spur road of The Sands & Viney Close – streetlights & laybys	WSCC & HDC dealing with. Persimmon are not co-operating and HDC/WSCC continue to pursue the matter (Nov 09)
119	Affordable Rural Housing	Meiros Farm is included in Site Specific Allocations of Land document
156	Co-op – Manager to be invited to a Parish Council meeting	Clerk to arrange
169	Decorative signs	The Clerk is investigating costs for a 'coach and horses' design in iron. On hold.
178	Hearing Loop	Cllr Clark asked to arrange for a trial of a portable loop Jan 09.
185	Annual inspection of Council land	Waiting for winter quotes
193	RASP Programme	Waiting for further information.
194	Councillor Training	Clerk to arrange training on s106 procedures and planning matters Autumn 2009.
203	Horses using Meiros Way/Covert Mead footpath	WSCC Investigating original plans for this path. Linked to Item 32b and adoption of roads in the area.
	Disabled ramp at Ashington Pharmacy – a hazard?	Ramp is not of the correct design for disabled access and needs re-building.
	Front fence at Coatings, London Road	Needs to be reduced in height by 20cms. Planning Officer to pursue and check planting is appropriate (July 2009)
	Add cctv camera to insurance schedule	Clerk wrote in March 09 and December 09
	Broken litter bin outside Cherubs	HDC to install new bin, cost £200. Dec 09

	Trees for new play area	ACCT asked to give their permission. Dec 09
	Clearance of Western Tree boundary	Mark Adsett to start January, cost £3385
	Red Lion mini roundabout – edge beginning to break up	WSCC to inspect and ask the contractor to return if necessary. WSCC confirm that they are responsible for any repairs. Reported Jan 10

064/10 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
The 30mph sign is missing from Hillcrest Drive, near to Timberlea Close	9 th July 2008	Reported to WSCC Highways	
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	
2 chestnut trees on the east side of Billingshurst Road near Holmbush Park were dead and overhanging electricity cables and the road.	WSCC finding out who the trees belong to	July 08	
Dead end sign on Old London Road	WSCC to trim back vegetation and look at possibly moving the sign	8 August 2008	WSCC to install new signage Nov 09
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		
Flooding at The Willows, Mill Lane	WSCC arranging for additional trash screen and will enlarge & vent the manhole cover to allow better flow of water & easier	June 2009	The Environment Agency have inspected and see no reason not to install a second trash screen. Subject to written

	clearance		confirmation.
Visibility at East Wolves roundabout	WSCC asked to trim back highway verges		July 2009
Ragwort on A24 bund south of footbridge	WSCC to remove?	Reported to WSCC	August 2009
Reduce speed limit on Hole Street to 40mph	WSCC to add to TRO priority list	Clerk to write to WSCC Written to WSCC	August 2009 Sept 09
sharp metal 'rods' sticking up from the kerb on the corner of Timberlea Close/Hillcrest Drive	Clerk investigating Oct 09		
Hole Street road name plate at Kensetts corner is broken.	Clerk reported to HDC	HDC to replace at a slightly different location. WSCC informed that road signs in the area are damaged	December 09