



Ashington Parish Council

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

Present: Councillors M. Woolley (Chairman), N. Clark, B. Norton, K. Wood, R. Brennan, J. Stillwell, R. Lancaster, D. Harbour, R. Strudwick
Parish Clerk Karen Dare
County Councillor Frank Wilkinson
Two members of the public

333/10 APOLOGIES AND REASONS FOR ABSENCE

Cllr N. Carver (holiday), T. Kearney (personal) & District Councillor Roger Arthur (personal).

334/10 DECLARATIONS OF INTERESTS

None. The Chairman reminded Councillors that all previous declarations are carried forward to each meeting.

335/10 APPROVAL OF MINUTES

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

336/10 REPORT FROM THE NEIGHBOURHOOD WARDENS

Wardens Report:

Anti – Social Behaviour

Five youths have now been interviewed by Police concerning incidents of Criminal Damage at the Skatepark, rowdy and abusive behaviour on several occasions, and sporadic anti-social behaviour in the village. Several youths have been officially cautioned by the Police and one has received a fine for the act of Criminal Damage. All will be interviewed by the anti-social behaviour team with a view to signing anti-social behaviour contracts that have conditions attached to ensure that there is no repeat behaviour.

Dog patrols were intensified in the second week of October after complaints from Residents about the country footpath by Turnpike Way.

We have had to move on groups of youths congregating in the Turnpike Way Playpark after dark.

Following intelligence from Residents a party that was taking place on Broadbridge Farm land near America Woods was broken up on Sat 30th October. The group had lit a substantial bonfire and there was evidence of underage drinking. The Group were moved on and cautioned. P.C.S.Os from Pulborough and Police Officers from Steyning attended the scene. Several Vehicles being driven anti –socially down the London Rd have been reported by residents on the Operation Crackdown Website. We continue to make residents aware of the scheme and have been on hand to help them through the reporting process.

Community

Junior Warden activities have been suspended in the interim due to lack of staff, I am looking at ways and means of attracting Volunteers to help with The Willard Gym as we have had to cancel quite a few sessions due to the existing Volunteers having commitments.

Interviews for new Wardens take place on 5th November – 9 candidates have been short-listed.

337/10 YOUNG PERSONS ADJOURNEMENT

The Clerk met with a Skatepark design company and is still waiting for drawings and a quote for new skatepark ramps as suggested by the young people at the July Council meeting.

338/10 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

Roger Arthur had informed the Clerk that he was studying planning application DC/10/1288 and had the following concerns:

1. The proposed site, with its limited road access & parking facilities, could increase the risk of congestion & accidents on local roads.
2. There is doubt upon whether the infrastructure, including foul drainage capacity, is adequate for the increase demand.
3. The village school does not appear to have the capacity to accommodate children from the new development and would disadvantage the children of permanent residents.
4. The need for 10 new Traveller pitches at this location has yet to be demonstrated and other sites may be operating well below their capacity.
5. Residents seem to be concerned that they will be left with reduced property values and higher insurance premiums.
6. The site is outside of the built up area and the development would provide no identifiable benefit to the village.

County Councillor Frank Wilkinson reported that:

1. Adoption of Willard Way and Covert Mead was one step closer to completion. WSCC Development Control had inspected the roads and, upon completion of a small number of tasks by Persimmon Homes, the roads would be in a condition to be adopted by WSCC.
2. WSCC had been unable to locate the necessary Highways agreements for Foster Lane. It was suggested that WSCC could have filed the agreement

- separately from the above roads as a different developer was responsible for Foster Lane.
3. WSCC were still pursuing the adoption of Viney Close.
 4. WSCC are reviewing their budget, in the light of Government cuts. No decisions had been taken yet. WSCC had been awarded the lowest Government grant (@£200 per head) for a number of years, whereas other Counties in the South had been awarded @£300-400 per head and Counties in the north up to @£900 per head. WSCC has made representations to the local MP, Francis Maude, about this issue. WSCC needs to save £75million over 2 years.
 5. Council Tax rises would be frozen at 2.5%
 6. The Government bus subsidy would drop from £10 to £6 million, changes to bus services would be inevitable but Cllr Wilkinson had asked that the Ashington bus service remain unaffected.
 7. Olus Environmental are being pushed hard by WSCC for their amended application as soon as possible. WSCC Officers are aware of the impact that the pending application is having on Ashington residents and are keen to see a swift resolution to this issue.
 8. County Councillor Wilkinson explained that WSCC would not be placing contracts directly with Olus for the disposal of green waste. WSCC has a contract with Viridor and it is up to Viridor to decide where to dispose of the waste. Viridor have @20 years left to run on the WSCC contract and Viridor currently dispose of green waste at the Tangmere composting site. District Councils have contracts with waste disposal sites.
 9. WSCC Strategic Waste Planners work in isolation from the Planning Department and therefore there can be no undue influence on an application between the Departments.
 10. WSCC will need to give sufficient consultation time on the amended planning application so that HDC Development Control South Committee has time to discuss the application.

Cllr Lancaster suggested that Olus be encouraged to present the amended plans at a Parish Council meeting and possibly Public Exhibition. County Councillor Wilkinson to investigate whether this will be possible. **FW 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

339/10 Item 193 RASP Programme

Broadband is now up and running, the Youth Club are successfully using this facility. An article will appear in the next Newsletter. The Clerk still needs to purchase a printer. **KD C/F**

340/10 Item 213 Inspection of Council land

Mark Adsett will be doing some coppicing work in the Church Close pond area and along the western tree boundary to thin out trees. There will be no charge for

this as he will do it on a Friday if there are no other Parish Council jobs to be done. **KD D**

341/10 Item 215 Hanging baskets

The Clerk is waiting for the nursery to return her call about why the baskets have been disappointing this year.

HDC have a small grants budget to assist towns/villages with their South & South East in Bloom or Britain in Bloom entries. No funds are available for sponsorship of hanging baskets and HDC has suggested that local sponsorship could be investigated. The Chairman has prepared an article for the Newsletter asking if individuals or companies would like to sponsor the baskets. **KD C/F**

342/10 Item 216 Decorative signs

It was agreed at the last meeting that Cllr Wood provide some examples of the type of signs that can be produced. Coach and Horses design had previously been agreed. Councillors were agreed that it could be difficult to justify this project given the current economic climate. It was agreed that:

1. a sign for the Queen's Diamond Jubilee in 2012 could be considered appropriate
2. The Clerk ask Northwood Forestry for a quote for two 6inch square 20foot long oak mounting posts
3. Money is put aside each year (2011/12) to fund this project

KD/KW C/F

CORRESPONDENCE

343/10 For action:

1. SALC - The next half yearly meeting with the Chief Constable will take place on 30th November. Does anyone have any issues to raise? No response.
2. Environment Agency – emergency planning for flooding. Does the PC wish to sign up for Operation Watermark to improve responsiveness to flooding incidents? Ashington is a low flood risk area around the stream at Swan Cottage/Mill Lane. No response yet, wait for further information.
3. Street Naming, Meiros Farm - The developers are proposing the name Livingstone Close. The history group can find no connection between David Livingstone or any of his descendants and Ashington, Meiros Farm or anywhere locally. Therefore the Parish Council did not accept Livingstone Close as being a suitable name for the development as suggested by the developers. The history group suggested that a more appropriate name is BLAKISTON CLOSE - the large building on the Meiros Farm site which is due to be converted by the Developers to 5 residential units (currently known as Meiros Farm) was, for a very long period of time, Ashington Rectory. One particular Rector, Rev BLAKISTON, was responsible for the rebuilding of the Rectory, was Rector from 1845 to 1871 and has a very prominent, ornate, latin inscribed gravestone in the churchyard at the Parish Church. Agreed by all.

4. South East Coast Ambulance Service – becoming a foundation trust governor. Does any Councillor wish to do this? To Cllr Stillwell or Cllr Carver.
5. WSCC local flooding and drainage asset survey – Councillors are asked to inform the Clerk of any areas of flooding (where, when, for how long, the cause, the impact of the flood) plus information on ponds and other water storage assets. Immediate suggestions were: the north/south ditch at Cricketers Close, Mill Lane (outside The Willows, although the Parish Council has worked with WSCC to improve this), slip road outside Bridge Garage, Billingshurst Road (although WSCC has improved the drainage recently).

ALL D

344/10 For information:

1. HDCP update
2. Minutes of Chanctonbury CLC meeting
3. WSCC – Campaign for faster broadband
4. WSCC – Comprehensive Spending Review update
5. Big Lottery fund – grants for public buildings. Passed at ACCT, Youth Club, Scouts
6. Letter from Church Close resident – the Clerk has responded
7. WSCC Youth Service Review

345/10 General:

1. Letter from SLCC
2. ERHA Annual Report
3. EON – Rampion Offshore Wind Farm, Sussex.
4. Storrington & District Museum – Annual Report (circulated by email)
5. Clerks & Councils Direct magazine

346/10 PUBLIC ADJOURNMENT

A member of the public reported that a caravan had moved onto the site at Penn Retreat and a gentleman was living in it. He has no running water, toilet facilities and a generator is running all the time. It was agreed that the Clerk inform HDC.

KD D

A member of the public reported that vehicles regularly park in the bus stop at the top of London Road, Ashington. Clerk to report to HDC.

KD D

A member of the public supported the idea of sponsorship of the hanging baskets. He asked that the Parish Council give some idea as to the level of donations that the Council was looking for and the publicity that people/businesses could receive in return eg Newsletter, noticeboards. He suggested that people may wish to sponsor a basket in remembrance of a loved one.

C/F

347/10 PLANNING.

The Planning Committee did not meet in October as there were no applications to discuss.

348/10 Proposed Open Composting Facility at Broadbridge Farm

It is understood that Olus are revising the application and amended plans will be submitted to WSCC in the new year. The Clerk has written to WSCC to explain that these delays are having an adverse impact on the village and residents and asking that a deadline be set.

349/10 Proposed Gypsy/traveller site at Penn Retreat

HDC are waiting for the applicant to submit further information and amended plans in response to comments received from statutory consultees and local residents. Parish Councillors will be invited to HDC to discuss any amended plans.

350/10 Correspondence

S106 agreement for Meiros Farm: Community Facilities Contribution of £66,859 for the provision or improvement of community/leisure based facilities in the parish of Ashington, an Education Contribution of £152,805, a Fire service contribution of £2,971, a Transport Infrastructure Contribution of £55,992 for transport infrastructure schemes. These are one-off lump sums and should be used for projects on the Parish Plan.

HDC have issued a new Enforcement Complaints form that should be completed or details provided to HDC when making a complaint.

351/10 New Enforcement Allegations

EN/10/0593 1 caravan moved onto land and being lived in - Penn Retreat, Rectory Lane

EN/10/0564 1. Alleged works on access track more extensive than that permitted
2. Barn larger than barn being replaced
3. Erection of new stable block without planning permission - Triggles House, Hole Street

EN/10/0553 Alleged unauthorised rear extension, loft conversion and hard surface driveway - 1 Windmill Place, Rectory Lane

EN/10/0554 Alleged unauthorised rear extension, loft conversion and hard surface driveway - 2 Windmill Place

352/10 Amendments

None

353/10 Applications

DC/10/2183 Surgery to 1 Hornbeam (T1) and row of Oak (G2) trees - 10 Covert Mead. The Parish Council has no objections and will accept the views of HDC's tree Officer.

DC/10/2195 & 2196 Lay concrete base and erect a wooden shed 16'x10' to the east of the function room parallel to existing boundary fence. The Parish Council has no objections.

DC/10/2265 Replace condition No. 1 of Ref AS/26/97 with the following: (a) the caravans are occupied for holiday purposes only, (b) the caravans shall not be occupied as a persons sole or main place of residence, (c) the owner / operator shall maintain an up-to-date register of the names and addresses of all owner / occupiers of individual caravans on site (d) the caravans shall only be occupied for 11 months of each year (Permission to Vary a Condition of a Previous Permission) - Luckista Caravan Site Billingshurst Road

The Council had no objections, however, asks that HDC check the drainage plans and facilities at the site to make sure they are adequate.

Horsham District Council

354/10 Approvals

DC/10/1910 Surgery to 1 Oak (T1) and 3 Field Maple (G1) and Ivy - 19 Turnpike Way

DC/10/0864 Erection of 29 units comprising 3 x 5-bed houses, 7 x 4-bed houses, 9 x 3-bed houses and 10 x 1 and 2-bed apartments. Conversion of existing house into 5 individual units, associated parking and landscaping (total 34 units) – Meiros Farm, Rectory Lane

English Rural Housing Association will be the Managing Agent, work will start early 2011 and be completed by the end of 2011, 4 of the affordable homes will be for shared ownership and the remaining 9 for rent. A representative from ERHA will visit the Parish Council in early 2011 to explain procedures.

355/10 Refusals

DC/10/1648 Variation of Condition 1 of planning permission AS/26/97 (21 seasonal caravans stationed on the site shall only be occupied from 1st March to 31st October inclusive) to allow for unrestricted occupancy of the holiday caravans with no restrictions on length of stay or letting period - Luckista Caravan Site Billingshurst Road

356/10 Withdrawals

None

357/10 Appeal decision

None

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

FINANCE

358/10 Budget Report:

The Clerk reports the following areas of budget overspend:

Open Spaces Maintenance (inc. pond dredging) - it was previously agreed that these costs be met from capital funds held by the Council.

Members travelling expenses - £124 overspent due to visits to compost site, meetings etc

Planning Consultants fees - £1500 overspent but met from contingency budget

Parish Plan - £665 overspent as no budget was set
Grants - £100 overspend although this has come from Calor Village of the Year funds held by the Council
Computer equipment – overspent by £100 due to needing a new printer for the Clerk

The Clerk reports the following areas of underspend:
Newsletter – a budget of £1200 was allocated but a free Publisher was found
Annual Report - £97 underspent
Training - £300 underspend
Cctv camera maintenance - £150 underspend
Other areas are currently underspent but costs are likely to be incurred before the end of the financial year. Agreed by all.

359/10 Correspondence

HDC has informed the Council that the 'worst case' cost of a Parish Election in 2011 will be £2960.92. The Council is holding £2400 in 'earmarked reserves' if an election is necessary. The Council saves £600pa from income in order to fund Council Elections every 4 years. HDC has also confirmed that Parish Elections will NOT be postponed if there is to be a Government Referendum on the same day. This means that the cost of Parish Elections and the Referendum would be split between Parish and District. The Chairman has written an article about the elections for the next Newsletter.

The Clerk reports that Cllr Norton has inspected and signed the quarterly bank reconciliation.

The external auditor has signed off the Annual Return. They have included a comment - "The Council had £109,026 invested with Kaupthing Singer & Friedlander in October 2008, when the bank went into administration. At 31 March 2010, the Council had received £32,742, leaving a balance outstanding of £76,284 which is included within the total cash and investments balance in Box 8 of the Annual Return. Since the year-end, a further £10,914 has been repaid (bringing the amount received to 45% of the total balance). The administrators have indicated that the Council can expect to be repaid between 60%-70% of the total balance, but the position could change. The Council should ensure that it takes a proactive approach to pursuing the return of the outstanding balance and that Members and the public are kept informed of any further developments." The external auditor also noted that the Internal Auditor had incorrectly dated his signature.

Cllr Norton reported that he had received the latest communication from the Administrators – they intend to declare a 5th dividend of 'not less than 5p in the £' which would take the total amount recovered to >50% of the balance. Their latest estimate is that the Council can expect to receive 75-84p in the £ as a final settlement, which is better than their original estimate of 60-70p in the £. It was agreed that the Clerk write to the Administrators from time to time. **KD C/F**

Members of the Finance Committee are reminded that there is a Finance Committee meeting scheduled for Wednesday 17th November at 7.30pm in the Parish Office. The Clerk will be circulating a draft budget for 2011/12 shortly.

360/10 Income

None

361/10 Expenditure

| | | | Cheque no. |
|--|------------------------------------|---------|-------------------|
| Donation to Ashington Methodist Church (meeting 4 th November £20) | | £20 | 1119 |
| Mark Adsett | Gardeners contract payment | £446.25 | 1120 |
| | Tree cutting (agreed 1/7/10) | £350 | 1129 |
| Mrs K. Dare | Clerks expenses (home & telephone) | £17 | 1121 |
| | Total | £17 | |
| WSCC | Salary and on costs (September) | £738.51 | 1122 |
| ACCT | Parish plan meeting | £10.20 | 1123 |
| Mazars | external audit | £646.25 | 1124 |
| SOS Systems | photocopier | £42.65 | 1125 |
| D. Harbour | travelling expenses | £9.80 | |
| Plusnet | Broadband | £16.49 | DD |

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

362/10 MEETINGS

Cllr Harbour had attended the recent Help the Aged AGM and would circulate details shortly. In summary – Help the Aged have joined forces with Age Concern. They are able to help take people to day centres but assistance is 'means-tested'. An article will appear in the next Newsletter.

Cllr Strudwick had attended the AiRS/SALC AGM and reported that both organisations were concerned about the potential lack of candidates for Parish Councillor positions at the 2011 elections. It is becoming more difficult to recruit Parish Councillors. The Localism Bill was yet to be finalised and the implications for Parish Councils was not yet known. It is likely that Quality Parish Councils will benefit from the changes. AiRS were concerned about their funding as much is given by Central Government. They were looking into securing funding from other sources.

363/10 MINOR MATTERS RAISED BY COUNCILLORS



The Parish Church has agreed to the Council using the Church for meetings. The cost would be the same as for the current venue (£20). The Clerk has provisionally 'booked' the Church for the first Thursday of each month for 2011. Some Councillors expressed concerns about meetings in the Parish Church as the Parish Council is non-denominational and should be accessible to all. The Clerk would check with the School, Social Club (a members only private club), Scout Hall, Sports Pavilion, Youth Club and ACCT to see what the options are for future meetings. **C/F**

A meeting with Southern Water will take place on 15th November at 1.30pm at the Community Centre. The Clerk will circulate details.

Cllr Harbour reported that youths had caused some disturbance in Turnpike Way on Halloween and Cllr Strudwick reported seeing two very young girls cycling along Rectory Lane in the dark with no cycle lights and no parental supervision. Both Councillors were advised that the matter should be reported to the Wardens & Police.

Cllr Woolley reported that there was a rogue tree branch in the co-op car park that has caused damage to parked vehicles. Clerk to report to shopping centre management. **KD D**

364/10 DATE OF NEXT MEETING

The next meeting will be held at **7.30pm** on **Thursday 2nd December 2010** at the Methodist Church, London Road.

The meeting finished at 9pm

Signed.....

Date.....

365/10 Items awaiting action:

| Item No | Description | Last Action & Date |
|---------|--|---|
| 32b | Spur road of The Sands & Viney Close – streetlights & laybys | WSSC & HDC dealing with. Persimmon are not co-operating and HDC/WSSC continue to pursue the matter (Nov 09) |
| 202 | Parish Office | Waiting for ACCT to amend lease. |
| | Village seats/noticeboards need repainting | Clerk to organise |
| 215 | New hanging baskets | Clerk to buy 10 more baskets. Agreed July 2010 |

366/10 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 |
| 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 | Clerk to write to WSCC Written to WSCC | August 2009 Sept 09 |
| Overgrowing vegetation to north of Greenacres | WSCC written to landowner | | August 2010 |