



Ashington Parish Council

Minutes of the meeting held on 6th October 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, N. Carver, R. Strudwick
Parish Clerk Karen Dare
District Councillor Roger Arthur
County Councillor Frank Wilkinson
4 members of the public
Invited Guest – Nick Hughes, English Rural Housing Association.

317/11 APOLOGIES AND REASONS FOR ABSENCE

J. Stillwell & R. Lancaster (both personal). Neighbourhood Wardens Peter Newell & Jayne Jeffrey & PCSO Hannah Venus

318/11 DECLARATIONS OF INTERESTS

The Chairman declared a personal, prejudicial interest in Item 220. The Chairman reminded Councillors that previous declarations still stand.

319/11 APPROVAL OF MINUTES

The Minutes of the meeting held on the 1st September 2011 were approved as a true record and signed by the Chairman. Proposed by Councillor Strudwick and seconded by Councillor Norton, and agreed.

320/11 INVITED GUEST – NICK HUGHES, ENGLISH RURAL HOUSING ASSOCIATION

ERHA has exchanged contracts with BDW Ltd (Barratt David Wilson Homes) for the affordable homes at Meiros Farm (Blakiston Close).

ERHA are a not for profit Housing Association, registered with the Homes and Communities Agency and are one of HDC's preferred housing partners. They only operate in rural areas and are, therefore, aware of the issues surrounding rural housing. They have been established for 21 years, have 18 members of staff and are about to build their 1000th property in 2011. They normally run housing developments between 6-12 units in size. They are large enough to be stable/viable but small enough to be

responsive to resident's needs. They will control the first allocation of homes as well as all future re-allocations.

Meiros Farm – 13 affordable units in total comprising 3 houses and 10 flats of which 9 are for rental and 4 shared ownership. There have been 30 expressions of interest to date and all have been sent information packs. All applicants will need to describe their local connections as all of the homes will be allocated to people with strong local connections. ERHA has met with HDC to discuss how to assess local connections as it is vital that the homes are allocated to genuine locals. HDC (not the Parish Council) has nomination rights as the Statutory Housing Authority but the Parish Council will be asked to help verify local connections (without breaching data protection rules). EVERY allocation for these homes must have a strong local connection and this rule lasts in perpetuity.

HDC are keen to further publicise the affordable homes to make sure that everyone that may be interested has had an opportunity to apply. Information will be sent to the Clerk.

Rent levels – the Government have introduced an affordable rent regime (80% of market rent or local housing allowance) but ERHA expect that the rent levels they set will be lower than this as their experience shows that income levels are lower in rural areas and therefore rents should be lower. Likely rents are: £95 per week for 1 bedroom flat, £125 per week for 2 bedroom flat, £145 per week for 3 bedroom flat. Housing benefit is £115 per week for 1 bedroom flat.

Shared ownership homes – homes will be sold at market value with successful applicants able to buy a 50% share initially. Rent for the other 50% of the home will be very low (@£25 per week for a 2 bed flat). Service charges (for private roadways, communal areas, block insurance for flats) will be added to the cost. Shared ownership can be increased to as much as 80% of the home but no higher. A restricted lease prevents 100% purchase. There is further protection of these homes in the form of a Statutory Instrument which lists Ashington Parish as an interested party. Further details are available upon request. Therefore the homes will remain under the control of ERHA in perpetuity.

Building dates – construction of the affordable homes is due to start in January 2012, with completion in June 2012. ERHA has a site meeting with BDW and any changes to these dates will be sent to the Clerk.

Questions from Councillors:

1. Are both the shared ownership and rental homes oversubscribed? Don't know this level of detail yet. Application forms have not all been returned yet and applications need to be assessed against the HDC Housing Register (if you're not on the Register then you do not qualify for a rented home).
2. What salary is needed for the shared ownership homes? Difficult to say as this depends on other factors eg other loans/outgoings from salary, deposit available,

joint/single applicant etc. If the applicant can get the mortgage required and have a strong local connection then they can apply for a home but they must be someone who can't afford an open market home. Applicants will be assessed individually.

3. Are rented homes on fixed tenancy contract? ERHA Board has decided on 20 year tenancies. Accommodation in rural areas is hard to find, there are few alternative accommodation options, they don't want tenants thrown out after a fixed period of time.
4. Who controls the shared ownership homes? HDC don't keep a register of applicants for shared ownership homes. This is done by a 'zone agent' (currently Moat Housing). The zone agent will need to check local connections before allocating the homes.

Questions from Members of the Public:

1. Does the ratio of shared/rented homes change at all ie could someone in a rented home buy a % of the home if their circumstances change? No – homes remain rented or shared ownership in perpetuity.
2. How can people downsize if their circumstances change? All of the homes to be built are 1-3 bedrooms ie no big family homes. Unlikely that people will want to downsize. There are incentive payments offered to encourage tenants of big homes to downsize but it is rare that anyone wants to do this.
3. When are decisions made about the first allocation of occupiers? Usually 4-6 weeks before the homes can be occupied – this gives time for people to give notice to landlords. Needs to be done near the time that the homes are completed as peoples circumstances can change.
4. A relative went to HDC to enquire about the homes and was told by an officer that there was 'no chance' of getting a home if you didn't have children. Is this correct? No – there are 3 x 1 bedroom flats suitable for single people or couples with no children. HDC should not have given this impression.
5. What happens if a couple in a 1 bedroom flat then have a child? Would need to apply for any vacant homes and go on a waiting list. They would be classed as overcrowded but not homeless.
6. Can the elderly apply for the homes so that they can downsize? Yes – this would have a local benefit as it would make available a larger home.
7. It seems clear that Ashington may need more homes as Meiros Farm is oversubscribed? Will know more when all of the application forms have been submitted.

The Chairman thanked Nick Hughes for his presentation and asked that he keep in touch with the Clerk and send further information as appropriate.

321/11 REPORT FROM THE NEIGHBOURHOOD WARDENS **PROBLEMS WITH DRUGS**

We are still tackling the issues with drugs in Ashington; we are working very closely with partner agencies to deal with this issue. Police are continually passed intelligence that

we have gathered whilst out on our patrols. Stop searches have been carried out at our request and we will continue to take this zero tolerance approach. Trying to tackle this issue from another angle we held a substance misuse session in the youth club. Around 15 youths turned up, most of which from the target group of known users in the village, which was really good. We have arranged for the team to return in the near future.

In addition to searches and education we ourselves have been targeting hot spots in the village. Rustling the undergrowth and moving the youths on from areas where they are disturbing residents. We are still working very closely with the anti social behaviour team in Horsham and as part of a joint approach to try and tackle this issue will be making home visits to parents. Our aim is to gain parents support in making sure individuals on ABC contracts are also following and supporting the agreements their children are on.

FRIDAY NIGHT CLUB (That's actually on a Thursday) / YOUTH PROVISION

We are still looking at ways of funding a Thursday night club for the youths. They have all shown considerable interest in this. Saxon Weald has been approached by us for funding but we are still waiting to hear from them. Costs for the session are minimal at £10 per hour per youth worker. (2 youth workers minimum). In addition the multi sports court is only £7.50 / hour. We were wondering if the parish had any funding that they could provide to enable the Thursday night to continue.

We have been very lucky to have the snack wagon on a Thursday night and this will be in the village for the next 4 weeks. We are in discussion to extend this to run over the winter months as it is an excellent resource and a great way to engage with the young people of Ashington.

DOG FOULING / SIGNAGE

As many will know Dog foul has become a real issue over the last month with numerous complaints from residents. We have started dog foul campaign advertising in the Ashington newsletter. We have also started to place hot spot dog foul signage in areas that are particularly bad. These signs will be in place for at least two weeks in each hot spot area and then moved onto other locations. We have added more dog foul patrols to our working hours and interacting with dog walkers to report offenders to us.

As a result of recent attention given to this issue in the village we are proud to let everyone know that we have issued our first fixed penalty for someone not cleaning up after their dog. Witnessed by both Jayne and Peter the offender has been given an on the spot £50.00 fine. As you can imagine they were not best pleased but I'm sure you will all agree that they will think again when taking their dog for a walk. We will issue a fixed penalty if anyone is seen not picking up after their dog.

We would just like to remind everyone that unfortunately we are not able to issue a fixed penalty on the say so of others, we actually have to see the offence occurring with our

own eyes. However please keep letting us know if you see someone not picking up after their dog as we can build a profile of the individuals movements and hopefully catch them out the next time. In addition we can certainly send a stern letter of warning to anyone suspected of not clearing up after their dog. We will also be delivering to houses near particular hot spots a card identifying the problems of dog foul and explaining the penalties involved.

CARNIVAL

We have had a debrief with Margaret regarding the carnival. Suggestions were made to close the bar earlier to try and reign in on any after event antics. It was however noted that the bar was perhaps only a very small part of this issue and that a lot of alcohol is brought in from outside. It was agreed that the CO-OP has a bigger part to play in helping with this issue. Parking was also brought up as being an issue. We made a suggestion that perhaps making Church Lane and the loop round Foster Lane one way for the next carnival. This is something that will be discussed with highways and other appropriate agencies. However a lot of the problems occurred due to two way traffic having no "passing" places which lead to awkward snarl ups. This was experienced first hand by ourselves when on the day we were trying to deal with a situation on the outskirts of the village. We will also talk with Horsham District Council parking services to see if they can assist at the next carnival.

SKATE PARK

We have had no complaints regarding the skate park since we have started working more closely with the youths. They have all been supportive offering their help with litter picking giving us intelligence re issues with drugs in village.

We are hoping to get the youths that use the skate park to design posters for this area. One showing a list of acceptable behaviour for the area and also another one against littering.

We have made significant inroads with the young people that use the park having a lot of interaction with them helping with any issues that might be bothering them i.e. bullying, problems at home etc. We have a lot of support from the skate park groups many of whom are still prepared to fund raise to update or refurbish what equipment they have there.

The new litter bin that we placed in this area has been a success. The amount of litter left is significantly better.

ELDERLY AND VULNERABLE VISITS

This month has been busy with many visits to the elderly and vulnerable of Ashington. From meeting with a regular group at the church café to carrying out home visits we are finding that this part of our role has started to take up a considerable amount of time. We are also getting to know the family's of some of the vulnerable residents quite well

which is very useful as if we feel there is an issue we can speak directly with family so they can sort any problems out.

There is quite a lot of concern from the vulnerable of the village that the Storrington bus has been stopped running only one day a week. Most of the vulnerable relied on this bus service to do their shopping and some even to visit the doctors. We have said to them that we might be getting a minibus available in the village and said that we might be able to run a weekly trip ourselves. All would be prepared to pay something to use this service and were grateful to hear that we might be able to help their dilemma.

We have made several visits this month to one member of our vulnerable community due to the fact their carers have been on holiday. We have assisted them in basic chores to make their life easier whilst their carers are away.

We have been visiting one vulnerable resident who is house bound and we are trying to perhaps take her out for half an hour a week just to get her fresh air and a change of scenery. Whilst we are doing this we will also be doing a high viz foot patrol of village.

Owing to our very successful trip to the seaside we have organised another trip for the 20th of October to see John Mann an organist. The trip has proved very popular and we have already reached our capacity for seats available on the mini bus. At this rate I think we might need a coach next time. In addition we are also planning a trip for the beginning of December for Xmas shopping to a garden centre. This trip is also fully booked.

We are also continuing to organise our intergenerational day for the 27th November 2011 for the elderly and vulnerable and over 60s of Ashington. We have written many letters asking for donations for raffle prizes for the day. An entertainer has been booked and catering has been arranged. We are just now getting together a list of names to invite to the "FESTIVE TEA" event. We shall be advertising this event in local notice boards and newsletters. We are limited space wise so will be issuing tickets for the event. However these can easily be obtained through us and come at no cost.

Even now we are still identifying more names for our vulnerable list. If you know anyone that you feel should be on our radar and visited by us that currently isn't please do let us know. We are keen to identify everyone we can in Ashington especially with the winter months soon to come.

ANTI SOCIAL DRIVING

We have been getting a number of complaints regarding Anti Social driving in the village. We have been submitting operation crackdown reports and have given stern words of advice to moped drivers in village who have been driving anti socially. Hopefully these issues have now been dealt with but we will continue to monitor this in

the coming months. We have also enquired about safety driving awareness courses with WSCC for the youths to attend and hopefully will hear back soon. We already have eight names to put forward for this course who we feel will benefit a lot from this extremely hard hitting and educational course.

ANTI SOCIAL BEHAVIOUR – KNOWN OFFENDER

As you will be aware we have recently been actively involved dealing with a known offender in the village. We have been working very closely with the police and this known offender was remanded in custody for a period of 6 weeks. This offender has now been released with bail conditions. Currently they are still allowed within the village but will need to be careful where they go and to whom they talk. We will still monitor this individual and should it be necessary will change our shifts to accommodate so as we can deal with any issues that may arise.

JUNIOR WARDENS

After meeting with our management at Horsham and with the parish steering group we have taken the decision to postpone junior wardens until next year. We have found ourselves getting very much more involved in “problem” areas within the village and as part of trying to re-establish Wardens in Ashington we felt the need to take some time to sort the Junior Wardens out too. We would like to get all risk assessments in place and a working itinerary to run alongside the school curriculum. We also feel at present that these children are actually being taught good citizenship through school and we would like to concentrate more on the youths that have been identified as more vulnerable members of the community and those that are perhaps causing more problems.

FLY POSTING

We are continually removing flyers and adverts posted within the village. Once we have removed the fly posting we try to identify the offender and speak with them. Often we call numbers advertised etc and give polite warnings to start. However constant offenders will be dealt with more strongly

FLY TIPPING

We have dealt with several instances of fly tipping. From used mattresses to large TV sets. We report these to relevant agencies and then check the area to see it has been removed. We are keen to get an idea of who is responsible for leaving these items, especially if there is a regular culprit. Sadly this is often about being in the right place at the right time so we need to rely on others to help us here.

NEIGHBOUR PROBLEMS

We have been working closely with a number of residents in relation to neighbourly disputes and problems. Often acting as a source of advice we have referred these residents on to the appropriate agencies. Some problems continue and we are helping to support these residents to try and deal with what can often be stressful and emotive issues.

WARDEN SURGERIES

We have started our warden drop in surgeries and have advertised this on the village newsletter as well as with as many groups as we can. At present we have yet to have anyone take us up on this but soon we hope the word will spread and give an access point where residents can get in touch with us face to face. We will of course review these sessions in terms of effectiveness in the months to come.

PLAYGROUND INSPECTIONS

Having finally become qualified as playground inspectors we are now doing regular playground inspections. Working with the Parish Clerk we are doing a weekly check on the two playground areas looked after by the parish.

PARKING OUTSIDE CO-OP / IN TURNPIKE

Having been present on several evenings to observe the parking in this area we agree that particularly around the early evening this area is actually quite dangerous. Vehicles are parking on kerbs and where ever they can squeeze. Also there is an increase in traffic turning in and down Turnpike. We have had some polite words with a few drivers but besides this there is nothing much enforcement related that we can do. Equally with no lines or restrictions there is little that any parking enforcement team can do too. The tight car park area for adjacent to the shops is also private property so we have even less authority there. During the day parking doesn't appear much of a problem however at peak times we have witnessed a number vehicle related near misses. A lot is caused by the amount of traffic funnelled through the junction of Turnpike with London Road. This isn't helped by the fact that at the same time London Road is particularly busy too.

The Chairman made the following comments:

1. Is it possible to run Drugs Awareness sessions for parents?
2. Need more information about possible costs of the Thursday night sessions

The Chairman asked if Councillors or Members of the public had any questions/comments: None

Litter picking – HDC are now emptying the play area litter bins (Wednesdays). The cost is £2 per bin (not the £1.89 as previously stated by HDC).

The Clerk has undertaken some litter picking in the village and will continue to monitor the situation to see which roads & areas of the village are the worst for litter, how much time it would take per week to clear these areas, frequency, which days are worse than others etc. Four volunteers (two couples) have come forward since the appeal on the village weekly email and the Clerk will allocate 'routes' appropriately. Some equipment will need to be purchased for the volunteers:

Tidy up kit (litterpicker, gloves, high visibility vest, bin bag hoop) = £26.50 each x 4 people. Agreed by all.

The Parish Council can reclaim 80% of this cost as part of the HDC Environmental Cleansing Grant. KD D

322/11 YOUNG PERSONS ADJOURNEMENT

None present.

323/11 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

District Councillor Roger Arthur reported that:

1. The Warden Scheme has been in place for 10 years this year and HDC were planning some publicity. They feel that other areas could benefit from their own Wardens and want to show the benefits of the Scheme.
2. Penn Retreat – he had spoken to Kathryn Sadler (HDC Planning Officer) and she had received no recent communications about the site. She understood that the agent had been dealing with issues at the Lamorna site. The decision at Lamorna by HDC had set a precedent allowing market homes to be built on land outside a BUAB.
3. The Government is consulting on its PPG's. He feels that the Government need to clarify what they mean by sustainability rather than have various developers testing possible definitions over the coming years.
4. The Government is consulting on its licensing laws with the intention to reduce the bureaucracy associated with staging community events. But the proposal is that all events with less than 5000 people (no alcohol sales) would not need a licence and therefore HDC would have no control over some large scale events.

The Chairman thanked District Councillor Arthur for his report.

County Councillor Frank Wilkinson reported that:

1. Chanctonbury CLC had approved the TRO to reduce the speed limit along Hole Street. It will now be assessed and prioritised by Officers. It may be a low priority and take many years to progress.
2. The A24 Ashington to Southwater safety scheme had now been dropped by WSCC. No gaps will be closed or flyovers built. Since the introduction of speed cameras at the West Grinstead crossing and at Old Barn Nurseries the accident rate on the road had dropped significantly. WSCC are considering 2 additional speed cameras but this is only a possibility.

The Chairman thanked County Councillor Wilkinson for his report.

Cllr Carver commented that additional speed cameras could be counterproductive as they simply slow people down for short stretches and encourage speeding once out of camera range.

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

324/11 Item 85 Community Action Plan

No members of the Steering Group have responded to the Clerks request for a new Chairman to be elected. Having completed the CAP the Steering Group may feel that there is little for them to do. The Parish Council may have to oversee the Plan if the Steering Group no longer wish to meet. **KD C/F**

325/11 Item 216 Queens Diamond Jubilee (2-5 June 2012)

The Clerk has circulated draft questionnaire about the Celebration Event and Commemorative sign.

We have about 2,700 people in the village - a 10% positive response would be around 270. It is proposed that 250 positive responses is sufficient to progress the Celebration Event and Commemorative sign? Agreed by all, Clerk to circulate with a deadline for responses. **KD C/F**

Cllr Woolley left the room and Cllr Clark took over as Chairman.

326/11 Item 220 WSCC re: proposed bridleway link (from the Church to Park Lane).

To date one landowner has indicated that they are not in favour of the upgrade of the route to Bridleway status. Clerk to pass this information to WSCC. Agreed. **KD D**

Cllr Woolley returned and resumed the Chair.

327/11 Item 221 Review of Parish Emergency plan

The Clerk has updated the Emergency Plan. Councillors were asked to approve. Agreed.

The Clerk has found a contractor who is able to clear snow from village roads. He has the correct equipment and insurance and she is in the process of getting him 'approved' by WSCC. He charges £40 per hour (including equipment and labour) and could clear Church Lane, Foster Lane, The Sands and Rectory Lane. It is difficult to estimate how long it would take as this depends on the depth of snow. Councillors to discuss:

1. Whether to ask him to clear snow
2. How much money to spend (there is £800 currently left in the contingency budget)
3. What the 'trigger point' would be to ask him to clear snow

It was agreed that any two Councillors should inform the Clerk when they consider it necessary for snow to be cleared. A maximum of 4 hours per session to be agreed with the Contractor. Clerk to write a Newsletter article advising residents of this arrangement. **KD D**

CORRESPONDENCE

328/11 For action:

1. Cemex UK – proposals for housing development at Washington Park (on A283 to Storrington). Does the Council wish to meet a representative from the Developers? No but would like to be kept informed about the development.
2. WSCC Youth Services consultation. Liaise with Youth Club. **KD D**
3. Letter from resident suggesting that a Jubilee Garden be created to celebrate the Queens Diamond Jubilee 2012. The Clerk has already responded informing the resident about the Millennium Garden.

329/11 For information:

1. Boundary Commission – review of Parliamentary constituencies (does not affect Ashington)
2. Letter from resident interested in one of the affordable homes at Meiros Farm
3. Letter from a resident reporting motorbikes using the Meiros Way/Covert Mead footpath – passed to the Wardens
4. WSCC – changes to bus services in Ashington
5. HDC – no longer own land at Penn Gardens. This was passed to Saxon Weald in 2000.
6. WSCC – new Highways Officers for Ashington. The Clerk met with the new Officers and a list of works would be circulated shortly.
7. AiRS – free Social Enterprise Workshops
8. HDC – Pride of Place report
9. HDC – Adopted Statement of Community Involvement 2011

330/11 General:

1. CPRE – how to respond to planning applications
2. Compass bus timetable
3. Ashington Festival – thank you letter
4. SLCC – notice of AGM
5. The Clerk magazine
6. SALC – annual report & accounts
7. Local Council Review magazine

331/11 PUBLIC ADJOURNMENT

1. Overgrowing vegetation along the footpath from Meiros Way to Penn Gardens. A tractor recently cut back vegetation but damaged the footpath. Clerk to investigate and pass information to WSCC. **KD D**
2. One streetlight has been replaced in Penn Gardens but no others yet. Clerk to get update from WSCC. **KD D**
3. Oak trees on the link road between the two northern roundabouts are becoming dominated by nearby Ash trees. Clerk to investigate landowner and discuss. **KD D**
4. Overgrowing vegetation in field next to Penn Gardens. Clerk to investigate landowner and discuss. **KD D**
5. Thank You from Festival Committee.

332/11 PLANNING.

The Planning Committee met on 28th September and Councillors have been provided with a copy of the minutes. Agreed by all.

333/11 Correspondence

None

334/11 New Enforcement Allegations/Information

EN/11/0482 Breach of condition 2 of DC/09/2281 (Working Hours) - New Highfield Works, Spring Gardens

335/11 Amendments

None

336/11 Applications

DC/11/1520 Proposed single dwelling (2-bed house) – Charmarie Cottage, Mill Lane. The Council object to the application – Ashington is a Category 2 settlement with limited facilities and a market home of this nature is not needed. The location is very close to a stream and in an area that frequently floods and the property would be at risk of flooding. The application does not show a proposed means of access to the property.

DC/11/1827 Variation to condition 5 (AS/12/94) to permit the installation of one pole mounted 250W Halogen light and 2 No. 250W sodium lights fixed to the barn, to be changed to "No additional lighting other than one pole mounted 250W Halogen light and 2 No. 250W sodium lights fixed to the barn shall be installed without prior written approval of the local planning authority". – Triggles House, Hole Street. The Council objects to bright lighting of this nature in a rural location as it creates unnecessary light pollution. It is not clear from the application whether the existing lights on site have permission or not. If HDC are minded to permit such lighting then a time limit should be specified eg not after 10pm.

DC/11/1938 Insertion of a new window in the side (east) elevation of the property – Rectory Cottage, Rectory Lane. The Council has no objections.

Horsham District Council

337/11 Approvals

DC/11/1352 Conversion of car port to bedroom - The Brackets, 2 The Close

DC/11/1370 Proposed kitchen extension and replacement garage – 8 Fairfield Road

DC/11/0701 Retrospective permission sought for replacement stable building – Triggles House, Hole Street.

DC/11/1562 Front open porch – 5 Posthorses.

DC/11/1314 Demolition of existing building, construction of two-storey building with ground floor veterinary surgery and first floor flat – former Flower Pots

DC/11/1557 Installation of 8 solar photovoltaic panels on garage flat roof – 19 Fairfield Road

338/11 Refusals

DC/11/1296 Two-storey side extension with enclosed front porch – 21 Penn Gardens

339/11 Withdrawals

None

340/11 Appeals made/ decisions

None

The next Planning Committee meeting is scheduled for 19th October 2011 at 7.00pm.

FINANCE

341/11 Correspondence

The cost of play area repairs has been reduced to £1660 (from £1860) by removing the replacement post tops from the contract.

Cllr Kearney has had a look at the broken post tops. It is proposed that all the wooden tops are removed, the tops of the metal posts are smoothed (any sharp edges removed) and the posts left as they are. Cllr Kearney has found a play area fence of similar design that complies to current safety regulations. The cost for Cllr Kearney to do this work is £120 including hire generator, disposables, grinding /polishing disks, 10/15 Min per post. This is a one-off job and would solve the problem once and for all. The cost for new wooden post tops would be £550-600 and they would require replacing when rotten. Agreed by all to remove post tops. **TK D**

Hanging baskets – due to the good weather the baskets are still in flower. The Clerk emailed Councillors and the majority agreed that watering should continue for a further 2 weeks at a cost of £65 per week (the 16 week contract has ended). The budget for hanging baskets this year was £1900, expenditure to date is £2000.04 however it was felt that the additional £130 expenditure was worthwhile. This would come from the contingency budget. Agreed by all.

HDC – the projected cost to the Parish Council of the Wardens for 2012/13 is £60,376 (compared to £60,400 budgeted in 2011/12).

The external auditor has signed off the Annual Return. They have included a comment - "The Council had £109,026 invested with Kaupthing Singer & Friedlander when it went into administration in October 2008. At 31 March 2011, the Council had received £57,845, leaving a balance outstanding of £51,181 which is included within the total cash and investments balance in Box 8 of the Annual Return. Since the year-end, a further £5,457 has been received (bringing the amount received to 58% of the total balance). The administrators have indicated that the Council can expect to be repaid 75%-84% of the total balance, but the position could change. We understand that the Council is continuing to take a proactive approach to pursuing the return of the outstanding balance and that members of the public are being kept informed of any further developments."

342/11 Income

HDC Precept £46,107

Kite & Thomas – rent & roundabout sponsorship £2027.50

HDC Environmental Cleansing Grant £1750.40

343/11 Expenditure

		Cheque no.	
Mark Adsett	Gardeners contract payment	£475.00	
	Hanging basket watering (£65 x 4)	£260	
	basket collection, hanging & removal	£100	1229
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Play area repairs	£11.69	
	Anti-virus software renewal	£64.99	
	Print cartridges	£28.87	
	Socket extension (for office)	£12.99	
	Total	£135.54	1230
WSSC	Salary and on costs (September)	£820.05	1231
Plusnet	Broadband	£17.99	DD
Ashington School	Meeting cost	£20	1232
BT	office phone	£57.90	DD
AiRS	subscription	£50	1233
HDC	play area bins	£180.00	1234
	Dog bins	£104.00	1235
	Wardens cost (6 months)	£28,787.00	1236
M. Woolley	travel expenses	£20.40	1237

J. Stillwell	travel expenses	£9.00	1238
Mazars	External Auditor	£660	1239
S. Fenn	Responder expenses	£57.98	1240

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

344/11 MEETINGS

The Chairman & Cllr Stillwell attended the HDC Planning Training session on 21st September. A useful meeting, particularly the list of material/non material planning considerations. The Parish Council will need to think about Localism/Neighbourhood Plans and will need to take a proactive approach to identifying possible development sites in the village.

The Chairman attended the HDC Gypsy, Traveller & Travelling Showpeople Seminar on 19th September. This looked at the Consultants work identifying new sites (no new sites in Ashington). It is not clear whether HDC consider Penn Retreat as an existing site. HDC Officers draft report would be available shortly.

The Chairman attended an Affordable Housing seminar at HDC on 28th September. It was reassuring that Nick Hughes, ERHA stressed the local connection that people need to have to qualify for an affordable home at Meiros Farm.

Cllrs Clark, Stillwell and the Parish Clerk had attended a Wardens meeting on 4th October. Clerk to circulate minutes. **KD D**

Cllr Carver had attended a Western Sussex NHS stakeholder meeting. He reported that it was a useful forum for airing views by members of the public. An application for Trust status was being prepared but he was concerned that this could lessen public representation. He would keep the Council informed.

The Clerk met with the Co-op Manager & Regional Manager on 15th September and ran through a number of issues:

1. Litter blowing into residential areas - they have agreed to take measures to prevent litter blowing all around. They will also check the residential area regularly for litter. If any resident experiences litter they should contact the Store Manager immediately (Mark McCulloch 893879 or 07402 173883) and he will send staff to clear it.
2. Staff parking in customer car park - staff have been told not to do this but when staff parked in nearby residential streets they were told by residents not to park there. If we don't want staff in the customer car park then we have to accept that they will park in the residential areas. I explained that there are no parking restrictions on London Road or

other residential roads and there is nothing to stop staff parking at the side of any road near the store.

3. Stock levels and stock in the aisles - I had a 'tour' of the rear of the store and can confirm that there is absolutely no space for full trolleys of stock to go! On a sunny day they leave the trolleys out behind the store (in the rear car park) but on a wet day all of the trolleys must come inside to avoid the products being damaged, which means onto the shop floor. They are introducing new stock management control (new computer system) which will give the store manager more ability to order only the stock he needs. Watch this space..

4. Staff ages - the manager is recruiting over 18's only. He is aiming to get more mature staff into the store in the future but this will take time as he has to wait for younger staff to leave. He assured me that there is always a Duty Manager present at opening and closing times. Duty Managers have had extra training and are generally not youngsters. I explained that our Wardens are not a security service for the Store and that they should not be used to protect staff at closing time - it is the store's responsibility to have the right mix of staff on duty at opening/closing times. Co-op are introducing new staffing software which will analyse sales trends and calculate re-stocking times and this should ensure that the right numbers of staff are present in store at the right times.

5. Festival Day - two members of staff left the store the day before the festival (they had resigned and worked their notice period), the manager had not been able to get other staff in time for Festival Day. I explained the impact of Festival Day on the store and he will bear this in mind for next years Festival.

The Co-op Manager & Regional Manager would be attending the Residents Association meeting on 9th November and Councillors could raise individual concerns at that meeting.

345/11 MINOR MATTERS RAISED BY COUNCILLORS

Councillors reported:

1. The Care Home on Hillcrest Drive ceases to operate on 8th October 2011. Lynton is up for sale as a residential property.
2. A number of lorries are coming into the village and are unable to get under the southern flyover. They have to travel through the village to the northern exits. The Clerk had discussed this with WSCC Highways and will ask for better signage on the A24. **KD C/F**
3. A 30mph speed limit along Hole Street may be too slow and could encourage more overtaking by impatient drivers. It was agreed to wait for the WSCC TRO report.

346/11 DATE OF NEXT MEETING

The next meeting will be held at **7.45pm on Thursday 3rd November 2011** at **Ashington School, Foster Lane.**

The meeting finished at 9.30pm

Signed.....

Date.....

347/11 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.	

348/11 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