



# Ashington Parish Council

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## Minutes of the meeting held on Thursday 2<sup>nd</sup> December 2021 at 7.45p.m. Ashington Scout Hall, Church Lane

**Present: Councillors:** N. Spiers, P. Kerrey, T. Moss, J. Stillwell, J. Morris, T. Kearney, P. Linehan, S. Ball & M. Woolley

**Also present:**

Clerk: Karen Dare

District Councillor: John Blackall

Invited Guests: none

Members of the Public: 4

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The Chairman reminded members of the public the requirement that they limit their participation to the Public Adjournment section of the meeting. If Members of the Public have questions for Police/Wardens & District/County Councillors, then the Clerk will pass these on if these individuals have left the meeting.

Members of the Public are reminded that Standing Orders allow for 5 minutes maximum participation.

### 296/21 **Apologies for absence**

Apologies for absence were received and approved from:

Parish Councillors: G. MacPherson & T. Watson

District Councillor: J Saheid & Philip Circus

County Councillor: Paul Marshall

Neighbourhood Wardens: Bryony Sparks & Christina Arnold

### 297/21 **Declaration of Interests and notification of change of interest**

The Chairman reminded Councillors that previous declarations still stand (as defined under the Localism Act 2011).

### 298/21 **Minutes of the Parish Council meeting 4<sup>th</sup> November 2021**

The minutes of the meeting dated 4<sup>th</sup> November 2021 were approved as a true record and signed by the Chairman. Proposed by Cllr Stillwell, seconded by Cllr Kerrey and agreed by all.

### 299/21 **Neighbourhood Wardens Report (Appendix 1) & Report from Steering Group**

The Steering Group met on 29<sup>th</sup> November. Discussed the Wardens Reports - Cllrs John Morris and Paul Linehan were satisfied with everything contained therein.

Arising points:

- To put a neighbour dispute onto Ecins in order to ensure all relevant information is stored and captured and to let Shelley Gosden (ASB Caseworker) know and see if she can advise of any further options available to the resident.
- To continue working with Parking to resolve parking concerns – Rectory Lane junction / London Road was named as an additional area of concern.
- Continue to support older and vulnerable residents and to visit those with Community Link alarms.
- To push ahead with the village survey to gain a better understanding of what the needs are within the parish at the moment.

- To look into the possibility of CCTV on the building with ACCT support in order to help with late night concerns and Warden safety. Monitor for these to be available within the wardens office. This is in light of a couple of incidents recently (which we are aware of). Cllr Morris to discuss this with ACCT.
- To further look into arranging more events for young females around supporting them with emotional wellbeing. We would then look to roll this out across all the Warden schemes and also look to hold a young male session too as pilots in another Parish. Requesting £500 to be ringfenced for additional future meetings, although should be able to fund from Public Health England.
- Possibility of more frequent community meetings with multi agencies? Paul to look into the possibility of this. Some kind of surgery.
- Paul to contact Lisa King at HDC re: ongoing situation at Luckista.

There seems to be a rat issue in and around the Scout Hall/Church Lane area. Clerk to contact HDC Environmental Health dept for advice. **Clerk D**

The Wardens have been asked to signpost residents to appropriate agencies where needed, rather than getting deeply involved in individual residents. The Wardens are not trained nor employed to assist in some situations, and it is best signposted to experts.

The Wardens will be adjusting their shift patterns soon to cover other times when they are needed.

Christina needs a new Office chair, and the PC is responsible for providing office equipment for the Wardens. Likely cost for a decent chair up to £400. Agreed by all.

Questions: None

### 300/21 Reports from District & County Councillors

District Councillor John Blackall reported:

The Natural England Position Statement on water neutrality is a very serious planning issue. HDC have made little progress since it was received and are unlikely to have any kind of way forward until April/May 2022. All major developments are on hold, HDC does not have a 5-year Housing Land Supply and is therefore vulnerable to speculative planning applications on land not included within Neighbourhood Plans nor any previous HDC Local Plan (HDPF). The Leader of HDC has changed recently and it is hoped that the new Leader is more realistic in what all this means for development in Horsham District. Water Neutrality will not stop new housing in Horsham District, it is just delayed until appropriate mitigation measures can be worked out.

Financial impacts are such that HDC is losing out to the tune of £500k as it is not receiving any income from house building, it has £80m of Government Grants that it is not able to spend and a number of capital projects in the District are now delayed.

HDC could exist without a 5-year HLS if it had a Local Plan in place, but it doesn't and that makes the whole District vulnerable to speculative applications.

Questions:

The Chairman asked if Parish Councils would be recompensed by HDC for all the money that they had spent in preparing Neighbourhood Plans (£55k for Ashington) that could now be perceived as a futile exercise as HDC hasn't prepared a Local Plan for the District. Parishes are understandably frustrated at HDC's lack of progress on its Local Plan.

The Chairman thanked the District Councillor for attending and he left the meeting.

301/21 **Public Adjournment** - Members of the public can ask questions.

1. The footpath from rectory Lane into Penn Gardens is so overgrown that it is totally impassable. The Clerk had reported this to WSCC in mid-November, they have allocated the job to a contractor but not provided any timescale for the works. Clerk to forward to Cllr Linehan who is also a County Councillor. **Clerk D**

2. There is water in the dry balancing pond behind Swan Close. Does the sump need clearing?  
Clerk to arrange an inspection. **Clerk D**
3. A resident of Hazelbank informed the Council that the enforcement complaint (Minute 315/21) was between Vero Developments (the builder) and HDC. It is alleged that the builder hasn't completed the landscaping as per the agreed drawings. Once the works are completed then the residents will take over responsibility for management of the development. The Chairman thanked the resident for the explanation and welcomed them to their first PC meeting.
4. Margaret Alford (representing ACCT) suggested that the Council could look to plant trees along the edge of the open space between the Millennium Garden and School as part of the Queen's Green Canopy project. Clerk to contact Ken Wood for advice on types of trees and research availability. Bare rooted trees need planting now, container grown trees may be better.  
**Clerk CFWD**
5. It was reported that there are a lot of Park Homes at Luckista, do they have planning permission and are children allowed to live there or are they for older people only? The PC understands that there is planning permission for 29 homes and that they are marketed as being suitable for older people with no children allowed to live there but can visit.

### 302/21 **The Parish Yard – Tea Room update**

1. HDC's Planning Officer has visited the site and has prepared his report. Essentially the site is relatively unconstrained and HDC has no objection to the principle of the proposed use. It has confirmed that the proposed building would be classed as temporary so not subject to expensive construction needs. They have asked for 4 areas to be considered further:
  - a. Roof – they suggest a steeped pitch to the roof to add visual interest to this part of London Road
  - b. Noise – an assessment of noise impact to neighbours and consideration of hours of operation to minimise any potential loss of amenity. A Noise Assessment report may be useful.
  - c. Water Neutrality – they require a Water Neutrality Statement
  - d. Highways – they suggest seeking pre-application advice from WSCC so the PC can address any highways concerns they may raise.

The Parish Yard Working Group are addressing these, and all will help support a planning application in due course.
2. Flanco Pizza are visiting on 7<sup>th</sup> December.
3. A mini-Xmas Market will not now take place on 11<sup>th</sup> December 9am-1pm due to insufficient interest.
4. Anne Grace and Doreen Harbour of the now disbanded Ashington Residents Association have suggested that the £615.85 ARA funds held by the Parish Council could be used to help fund the Tea Room. The funds were donated by ARA to the PC with the simple objective to spend 'as the Council sees fit'. Councillors agreed that:
  - a. the funds could be used to purchase something specific for the Tearoom
  - b. Thanks are sent to former ARA committee members
  - c. If ARA are to start up again then the PC would invite them to apply for a grant for start-up costs.
5. The Parish Yard team have been in touch with Southern Water regarding foul water and are required to pay £169 for pre-application advice, delay payment subject to the findings of a CCTV drains survey taking place on 4/12.
6. Income from the Parish Yard will help fund village activities and ultimately help keep the Ashington portion of residents Council Tax in check.
7. Cllr Linehan reported that the Wardens have been made aware of alleged anti-social behaviour by one of the residents living opposite the Parish Yard towards one of the street food trucks that were visiting, leading to them cancelling their booking. A Councillor had also been subjected to alleged aggressive behaviour, on his own doorstep, by the same person. All matters are being reported to the Wardens. **CFWD**

303/21 **Annual Inspection of Council land** – Cllrs Spiers, Morris & Kerrey volunteered, Clerk to circulate proposed dates to all Councillors in case anyone else can attend. **Clerk CFWD**

304/21 **Meetings Calendar 2022-23** – the Clerk has circulated a Meetings Calendar for 2022-23 and Councillors are asked to approve. It should be noted that the Queen’s Platinum Jubilee Bank Holiday falls on 2<sup>nd</sup> June, so the normal monthly meeting has been put back to 9<sup>th</sup> June and Planning meetings adjusted accordingly.

305/21 **Correspondence received for Action** –

1. FRS – Public Consultation on Fire & rescue Service, ends 21<sup>st</sup> January 2022. Cllr Linehan explained that this is an important consultation as it proposes several proposals that residents should be aware of including the balance of retained/full time firefighters, placing of fire stations and details of the new training facility in Horsham. Clerk to circulate and Councillors to respond individually. **Clerk D**
2. HDC – ‘West Sussex Chargepoint Network’ with Connected Kerb supplying, installing, and maintaining the electric vehicle chargepoints across the County. The Clerk has registered for more information on behalf of the Parish Council. This is a massive project that WSCC is looking to deliver, none of which at public expense.

306/21 **Correspondence received for Information** –

1. AiRS Newsletter
2. WSALC – Civility and Respect Newsletter
3. Parish Church – wreath laying around the memorial bench & silhouette on Remembrance Day
4. HALC - The meeting will take place on Tuesday 30th November 2021 at Main Conference Room, County Hall North. Passed to Cllr Moss.

307/21 **Meetings attended by Councillors** –

Cllr Morris attended an ACCT meeting on 24/11.

Cllrs Linehan & Morris attended the Wardens Steering Group meeting on 29<sup>th</sup> November.

Cllr Moss attended the annual meeting of HDC & HALC on 30<sup>th</sup> November. Summary:

1. Wilder Horsham initiative - interesting work, about different wildlife corridors e.g., bats need trees, others need fields. Lawton principles (Bigger, Better, More, Joined up)  
Does Ashington have any potential projects where ‘Sussex Wildlife Trust’ may have advice + funds?
  2. Climate Change - lots of works but little joined up outside HDC, contract signed for Electric Car Recharging Points. There is a community climate fund to help local projects (orchards, etc)
  3. Horsham Local Plan - nothing new, timeline uncertain, talk of ‘mitigation’ of impacts.
- Cllr Linehan reported that feeling at WSCC is that HDC could adopt a Local Plan but that they are being very risk-averse/over cautious. Elected members could move the Local Plan forward while waiting on Natural England to write some Water Neutrality guidelines. This caution is placing all of Horsham District at risk of ad hoc development without delivery of much-needed infrastructure.

Cllr MacPherson attended the AYC AGM.

308/21 **Matters raised by Councillors**

Speedwatch update from Cllr Kerrey – The Ashington Speedwatch team again maintained a regular presence in the Billingshurst Road during November and a session in the London Road which enabled our new member, Sam Ball, to receive her final training become a fully-fledged member. The shortening days have resulted in the times of our usual session moving, so the morning ones are later, and the afternoon ones are earlier. This has resulted in many drivers getting a respite from our attentions, but many others receiving an unwelcome surprise. We have noticed that although traffic flow is reduced slightly at these different times, as they are away from the peaks, it has resulted in speedier driving with some motorists seemingly oblivious of the speed limit and the Speedwatch volunteers. Speeds approaching 60mph has been reported. Finally, and surprisingly, I have had an email from Jake at Police Speedwatch headquarters requesting that he would like to make a visit to one of our sessions. I have replied with the dates and times we are operating but at the moment it seems these have not coincided with his availability. I

am hoping that when he does come on a visit, we will be able to get a firm date for some signage and by the time of the next PC meeting I will have some good news.

The Clerk reported that the Noticeboards have arrived, and Cllrs Kearney & Spiers would need help putting them up. Some locations are easier than others. Councillors to arrange.

Cllr Stillwell reported that she believes that the Co-op will be closing for 3 weeks in January for refurbishment and overheard a conversation amongst staff that they may be looking to set up a temporary shop at the village hall. Margaret Alford reported that ACCT has not been approached. Clerk to contact the Co-op to see if they have any further details. **Clerk D**

Cllr Linehan asked the Council to consider setting aside a budget of £500 to support delivery of 'Girls Only' sessions. The Wardens had organised a pilot session in the village, and it was popular. There have been several suicides in Horsham of teenage girls recently and activities that support our youngsters are important. Public Health England are making some funding available but local funding may be needed. A pilot session for boys is being held in another Parish and the Wardens will be notified of its success before any roll-out into Ashington. It was agreed that this matter be put to the Finance Committee at their meeting on 16<sup>th</sup> December. **Clerk D**

309/21 **Chairman's Announcements** – none

### **PLANNING**

310/21 **Minutes of the Planning Meeting held on 18<sup>th</sup> November 2021**

Minutes have been circulated and Councillors were asked to approve. Agreed.

311/21 **Planning Correspondence** –

1. HDC – further apologies for delays in dealing with outstanding planning applications & pre-application advice.

312/21 **Neighbourhood Planning Update** - none

313/21 **HDC Local Plan Review Update** – none

314/21 **Planning Applications** –

DC/21/2543 Fell x1 Goat willow tree - 24 Meiros Way

The Council has no Objections

DC/21/2503 Variation of condition 1 of previously approved application DC/21/0431 (Variation of condition 1 of planning permission DC/19/1788 (Erection of 7no dwellings comprising a mixture of detached and semi-detached properties, with associated parking and landscaping works).

Amendments to site layout / boundaries, fenestration and internal layouts.) to allow for the creation of 2no dormer windows to the rear of 'Cottages 3 and 4' and a single storey extension to the master suite of 'The Barn' - Lodge Farm Malthouse Lane

The Council has no Objections

315/21 **New Enforcement Allegations** –

EN/21/0527 Alleged: works taking place on Sunday in breach of condition 24 of DC/19/1788 - Lodge Farm Malthouse Lane

EN/21/0531 Alleged: breach of conditions 9 and 10 of DC/18/1569 and conditions 11 and 12 of DC/19/1710 with regard to landscaping works, and landscape management and maintenance plan - Hazelbank

316/21 **Horsham District Council Decisions**

**Approvals** –

DC/21/2036 Proposed balcony over main entrance doors - Triggles House, Hole Street

DC/21/2080 Variation of Condition 1 of previously approved application DC/20/1577 (Conversion of loft space over double garage to create guest accommodation) Relating to increased height to garage to create first floor accommodation - Woods Cottage, Muttons Lane

DC/21/1613 Creation of field access, track and hardstanding - Land South of Thistledown Billingshurst Road

DC/21/1622 Erection of a detached garage – Stoneleigh, Mill Lane

DC/21/2143 Demolition of existing single storey structure with pitched roof consisting of 2no. garages, workshop and green house. Erection of a detached single storey building with pitched roof consisting of green house, 2No. garages, storage and workshop - Eastlands Farm, Billingshurst Road

DC/21/2083 Conversion of garage to habitable accommodation - 15 Turnpike Way

**Refusals – none**

**Withdrawals – none**

**Prior Notifications – none**

**Appeals – none**

## **FINANCE**

### **317/21 Correspondence –**

1. HDC – preliminary Tax Base figures for Precept calculations. The Clerk has drafted a budget and circulated it to Finance Committee members.

### **318/21 Income –**

Parish Yard (November) £122.65

### **319/21 Expenditure (Appendix 2)**

It was resolved that the schedule of invoices for payment totalling £3,227.79 for November 2021 be approved. Agreed by all.

### **320/21 Date of Next meetings**

Planning Committee meetings: **7:30pm on Thursday 16<sup>th</sup> & (possibly) 30<sup>th</sup> December 2021, Scout Hall**

Finance Committee meeting: **8:00pm on Thursday 16<sup>th</sup> December 2021, Scout Hall**

Parish Council: **7:45pm on Thursday 13<sup>th</sup> January 2022, Scout Hall**

Members of the public were then asked to leave the meeting as Councillors needed to discuss confidential matters.

**Meeting closed at 8.55pm**

**Signed:** ..... **Dated:** .....

*Members of the public should be aware that being present at a meeting of the Council or one of its Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.*

# Warden Monthly Report

November 2021 Ashington

<b>Patrol hours TOTAL:</b>	<b>73</b>	<b>ASB incidents TOTAL:</b>	<b>2</b>
Foot (high visibility)	40	Noise	0
Vehicle	33	Neighbours	1
<b>Notices/warnings TOTAL:</b>	<b>0</b>	Driving/vehicles	1
Fixed Penalty Notice	0	Bikes	0
Yellow card warning	0	Alcohol/drugs	0
Community Protection Warning/Notice	0	Public order	0
Parking alert	3	<b>Clear up/disposal reports TOTAL:</b>	<b>6</b>
<b>Police reports TOTAL:</b>	<b>5</b>	Fly tipping / flyposting	5
Phone (including 101 and 999)	0	Graffiti	1
Email	2	Dog fouling	0
Intelligence report	0	Litter	0
E-CINS (multi-agency reporting)	0	Drug litter	0
Verbal	3	Hazards	0
<b>Media reports TOTAL:</b>	<b>1</b>	<b>Community events attended</b>	<b>0</b>
Press release / Community magazines	0	<b>Reports to Operation Crackdown</b>	<b>0</b>
Social Media	1	<b>Safeguarding referral</b>	<b>0</b>
<b>Admin</b>	<b>33</b>	<b>School contact</b>	<b>0</b>
<b>Visits to vulnerable people (all ages)</b>	<b>21</b>	<b>Youth engagement</b>	<b>12</b>
<b>Signposting</b>	<b>3</b>	<b>Reports to DVLA</b>	<b>0</b>

## ASB/crime/criminal damage

We are still working with the Police around poaching in the area and will continue to gather any evidence we can to support convictions. This will continue to be ongoing.

We have been working with a resident who is involved in a neighbour dispute. This continues to be ongoing as we gather and collate evidence with the resident to try and bring the dispute to a close. This has included working with outside partners to try and get the best and safest outcome.

## Parking/vehicles

Since last month Parking Services have visited the village to look for vehicles parked in a dangerous manner. There continues to still be a number of repeat parking nuisances which we are looking into and Parking Services have agreed to return and help enforce fixed penalty notices where appropriate. We will continue to work with them on this ongoing issue.

## Fly tipping/littering/graffiti

In the last month we have worked with Hop Oast and the Police regarding an abandoned caravan which was dumped along Old London Road. We were able to trace where the caravan came from and who it belonged to. We have collated all of the evidence to help Hop Oast enforce on the owner, since Hop Oast had to have to removed.

We had some graffiti removed from the skate park this month because it was obscene and inappropriate.

We removed three lots of fly posting in the village this month and have returned the signs where we have been able to.

## Community engagement/events/meetings

We have now come up with some questions for the village survey which we will be running past Paul Linehan and Tony Moss. We will then look at getting the survey made up and printed, ready to be delivered.

We have had a meeting with the Store House in regards to the Christmas Hampers that will go out. We are currently collating a list for them to include in their deliveries.

We attended the parish yard this month to hold a stall. It was an opportunity for residents to speak to us and meet us or just to have a chat.

We had a meeting with our local PCSO to discuss ongoing joint work and any other concerns in the area.

## Patrols (foot/visible and car)

We have patrolled the whole village on foot and vehicle at various times of the day throughout the month. During our patrols we keep a focus on areas of specific complaint.

## Elderly and youth

We have been in contact with our elderly and vulnerable residents in the village. We have been working with one resident in particular who is extremely lonely and doesn't have any regular visitors and is not able to get out and about by themselves. We are looking at longer term solutions and will continue to work with them and support them.

We are working with two residents on a long term basis who are suffering with their mental health.

We are currently working with the anti-social behaviour team at Horsham to support a young person in the village.

## Licensing

Nothing to report

## Dog related issues

Nothing to report.

## Cycling

Nothing to report.

## Parish specific/other

We have been popping into youth club when our shifts line up to meet with the youth and the youth leaders. We are working closely with them so we have a joint approach with regards to the same youth we all work with. We have found this very beneficial.

We removed catering food that was left along Rectory Lane by the dog foul bin. There were three large packs dumped there.

Whilst out on foot patrol we noticed the defibrillator was beeping and upon inspection it had low batteries. We reported this to the appropriate person and the batteries were changed in it, so it is working and ready to use again now.

### **Appendix 2 – Expenditure**

Karen Dare (Clerk)	Home office (November)	£20.00
	Mobile Phone topup	£6.00

Mark Adsett	Landscape Gardening (November)	£600.00
WSCC	Salaries and Costs (November 2021)	£1,909.54
EON	Monthly Direct Debit Parish Yard - electricity	£11.00
Business Stream	Monthly Direct Debit Parish Yard - water	£20.00
P. Kerrey Information	Speedwatch expenses	£30.07
Commissioner	Data Protection registration - Direct Debit	£35.00
Southern Water	Pre-application waste water advice - Parish Yard	£169.00
HDC	Litter & Dog bin emptying	£427.18

All to be paid by Bank Transfer

**Appendix 3**

Funds held by the Parish Council on behalf of others (as at 31<sup>st</sup> May 2021):

Ashington Rangers £724.01

Ashington Residents Association £615.85

Ashington First Responders £1,247.94