



Ashington Parish Council

Minutes of the remote meeting held on Thursday 7th January 2021 at 7:45p.m.

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

Also present:

Clerk: Karen Dare

District Councillor: P. Circus

County Councillor: Paul Marshall

1 Member of the Public

001/21 **Apologies for absence**

Apologies for absence were received and approved from:

District Councillor: John Blackall

No apologies from District Councillor J Saheid

Neighbourhood Wardens: Bryony Sparks & Christina Arnold

002/21 **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). Cllr Woolley reiterated his ongoing declaration of interest in the Neighbourhood Plan and HDC's Local Plan (items 013/21 & 014/21)

003/21 **Public Adjournment** - Members of the public can ask questions.

The member of the public (Daniel Corcoran, Devine Homes, 'Site 4'), a regular meeting attendee, advised the Parish Council that he would not be able to attend future meetings as he is embarking upon a part-time, distance learning, Law degree. He thanked the Parish Council for welcoming him to meetings, being very polite and open to his attendance. A colleague of his would attend in the future.

The Chairman thanked Dan for his attendance over the years and wished him well in his studies.

004/21 **Reports from District & County Councillors**

County Councillor Paul Marshall reported:

1. He is continuing to work with a resident to address alleged sewage problems coming from Luckista Park Homes onto their site.
2. He had recently sent a Press Release to the Clerk about WSCC cost savings that were no longer being considered by WSCC. These included waste tip closures amongst other things. The Clerk had forwarded the email to Councillors prior to the meeting and posted the Press Release on Facebook.
3. WSCC are still working on a balanced budget to be presented to Cabinet in January and full Council in February for approval.

Questions: None

District Councillor Philip Circus reported:

1. He congratulated Daniel Corcoran on choosing to study a Law degree.
2. Congratulations to Paul Marshall for his recent budget amendments, especially with regards to not closing any amenity tips in the county. Horsham tip is under extreme pressure and

could not cope if other tips were closed. The Police had closed Horsham tip prior to Xmas as the traffic build-up at the Hop Oast roundabout was dangerous. He also stated that WSCC have made the right decision not to restrict hardcore/DIY waste at amenity tips as HDC had previously experienced problems with this type of waste being placed in household bins.

3. Housing – HDC Councillors are spending a lot of time debating housing allocations/sites. They are having difficulties agreeing on the major sites to be allocated and this may mean a delay to the Local Plan. It is not appropriate for him to comment on site allocations at this stage as he is involved in decision-making.
4. With regards to the smaller housing site allocations the local District Councillors had been fighting hard on Ashington's behalf as the numbers suggested for Ashington (600) are absurd. He had challenged the number, could not say what the number will be but felt that the next version of the Local Plan will be more to the Parish Council's liking as there had been some backtracking on what was previously suggested.
5. He had been looking at HDC's requirements for the advertising of planning applications ie the statutory public notices and discovered that HDC does not have any legal requirements and little legal action can be taken if they are not displayed correctly. There had been some cases in West Chiltington where notices were put up then taken down, put up where they could not be seen etc. This had led to residents not being aware of applications and not able to make comments.
The Chairman reported that this had happened in Ashington recently.
6. WSCC had created an environment committee recently and he is the HDC representative on it. A joined-up committee should mean a co-ordinated approach to environmental activities.

Questions:

1. The Chairman asked how the latest Govt. change in housing policy & numbers would affect the HDC Local Plan. The Govt had recently announced the scrapping of the algorithm and introduced a policy to build in urban areas and building up rather than out.
District Councillor Circus stated that the Housing Cabinet Member is waiting for this information from Govt, especially new housing numbers. A Planning Inspector would need to agree the numbers with HDC.
2. Would HDC have to re-consult with residents if housing numbers & policy changed significantly?
District Councillor Circus stated that HDC had consulted extensively already but that he would check the position with Officers.
3. Cllr Moss asked if HDC will have corrected all the factual errors and inconsistencies that the Parish Council found in the Regulation 18 draft Local Plan before they publish the Regulation 19 version?
District Councillor Circus stated that he believed this was the case but would check with Officers. He had not seen the Reg 19 documents, only extracts.
4. Did District Councillors see the reg 18 documents before they were published? If so, how could they allow documents with fundamental errors be published? This was an embarrassment – Ashington does NOT have a medical centre, sports/leisure centre and a direct bus to Brighton.
District Councillor Circus stated that Councillors had seen the documents but asked that the Clerk re-send the Parish Council's list of errors/inconsistencies so that he could check that these had all been addressed.

The Chair thanked both Councillors for their attendance and reports. Both left the meeting.

Cllr Morris pointed out that all these errors/inconsistencies were previously raised with District Councillor John Blackall and that he had stated that proof-reading of the Regulation 18 documents would be done as part of the consultation process with residents and other consultees ie the proof-reading was being done by consultees during Reg 18 consultation.

DECISIONS TO BE TAKEN:

005/21 Minutes of the Parish Council meeting held on 3rd December 2020

The minutes of the meeting dated 3rd December 2020 were approved as a true record and signed by the Chairman. Proposed by Cllr Kerrey, seconded by Cllr Kearney and agreed by all.

006/21 The Parish Yard - update

1. Tender document for a long-term use of the site as a permanent café – no tenders were received. The Working Party will review.
2. District Valuer & Business Rates – no update
3. Name change – update from Land Registry & Utilities. Ongoing
4. S106 application – no update. Clerk to chase HDC
5. Site is now on Google Maps thanks to Cllr Watson.
6. Blush & Bramble are booked for 16/17 and 30/31 January. Chanctonbury Organic Meats for 16th January, no dates from Chef's Farms. **CFWD**

007/21 Annual Inspection of Council land – report has been circulated to Councillors and actions list will be addressed. Agreed by all.

008/21 Annual Review of ACCT/PC agreement – put in place in January 2019. Cllrs Spiers, McPherson, Linehan & Clerk will review with ACCT. **CFWD**

009/21 Correspondence received for Action –

1. HDC – for the Wardens to be able to view CCTV footage at ACCT they need to be trained & certified. HDC would be happy for this on the proviso that ACCT (or the PC if they agree) pay for it. The cost of the Working as a CCTV Operator – CCTV Public Space Surveillance – BTEC level 2 certificate course is £475 plus VAT for the 3 day course. There would also be the further expense of the SIA licence application which is £190. Due to expense likely to be incurred I would suggest that only one of the wardens are trained. If it was agreed between ACCT and the PC to cover the cost of any training required I would ask that they organise it all rather than coming through HDC which could complicate matters. It was agreed to discuss this with ACCT and a possible 50/50 funding. **CFWD**
2. Sussex PCC Policing Priorities and Funding Survey. Clerk has completed.
3. WSCC Soft Sand Review – Joint Minerals Local Plan 2018. The Inspector proposes some minor modifications to the draft Plan one of which is of interest to Ashington as both Ham Farm and Chantry Lane are proposed as sand extraction sites: 'there ~~should~~ must be an assessment of the cumulative impact associated with other developments including landscape & transport considerations such as at the A24/A283 Washington roundabout, and mitigation if required'. Noted.
4. CAGNE – Govt consultation on night flights ends 3rd March 2021. Councillors to complete.
5. HDC – consultation on PSPO renewal. PC is in support of this. Clerk to complete. **KD D**

010/21 Meetings attended by Councillors –

Cllrs Moss & Kearney attended the HALC meeting on 15th December 2020. Minutes are available.

011/21 Matters raised by Councillors

Community Transport – Cllrs Linehan & Moss. No update.

Speedwatch update from Cllr Kerrey –

Ashington Speedwatch has now been under suspension since the beginning of the November lockdown.

The Team felt that the Covid-19 restrictions were impracticable given the teams level of experience, age and vulnerability. I have just received an update from the Police which informs me that we are required to return to the highest level of restrictions which had been relaxed before Christmas. We shall therefore continue with our decision to suspend our activities until we are allowed to return to more normal operating conditions which I suspect will be Easter at the earliest.

Cllr Ball – hanging baskets vs planters & noticeboards. Update in February.

Cllr Watson had received enquiries about a possible music event at The Parish Yard at Easter. The proximity of neighbours and small size of the site could prove difficult. It was suggested that ACCT/Recreation Ground might be a better venue. Cllr Watson to respond.

012/21 Chairman's Announcements -

Future meetings – Government Guidelines do not yet recommend physical meetings to resume unless necessary and business cannot be done via remote meeting. Council Zoom meetings are working well and should continue. Cllr MacPherson will advise the Council prior to each scheduled meeting if it is safe to meet in person.

Meeting Calendar – the Clerk has circulated a calendar of meetings for 2021

PLANNING

Cllr Woolley was put in the Waiting Room (ie outside the meeting).

013/21 Neighbourhood Planning Update

Update on SoCG – signed by all parties on 18th December 2020 after several rounds of amendments. HDC will send to the Independent Examiner.

014/21 HDC Local Plan Review Update – due to go to Cabinet on 28th January. However, District Councillor Philip Circus indicated a possible delay.

Cllr Woolley was readmitted to the meeting.

015/21 Minutes of the Planning Meeting held on December 16th, 2020

Minutes of the planning meeting have been distributed to Councillors. Agreed by all.

016/21 Planning Applications –

DC/20/2409 Surgery to 1 x Oak - 20 Covert Mead

DC/20/2410 Surgery to 1 x Oak - 19 Covert Mead

The Council has no Objections subject to the works being approved by HDC Tree Officer and being carried out by a qualified Tree Surgeon.

FINANCE

017/21 Minutes of the Finance Meeting held on 16th December 2019

Minutes of the Finance meeting had been distributed to Councillors. Agreement is sought for:

1. Budget as presented.
2. Increase in Clerk's working hours from 15 per week to 18, as a result increased workload but reduced overtime budget, effective from 1/4/21.
3. Deficit of £14k is funded from Reserves but Use of Reserves cannot continue long-term. A Precept increase of 1% would only generate an additional £1k.
4. Parish Yard income needs to be maximised.
5. Neighbourhood Plan referendum is funded from Election fees Reserve.
6. Parish Precept increase is 0%. Precept for 2021-22 is £101,866.

Agreed.

018/21 Correspondence –

Clerk's Overtime/holiday pay – 59 hours to be claimed (45 hours holiday, 14 hours overtime) – agreed.

019/21 Expenditure (Appendix 3)

It was resolved that the schedule of invoices for payment totalling £9,693.19 for January 2021 be approved. Agreed by all.

FOR INFORMATION ONLY:

020/21 Neighbourhood Wardens Report (Appendix 1)

021/21 Youth Worker Report (Appendix 2) –

Some procedural activities reviewed and put in place as there was confusion about whose responsibility it was to provide PPE, Covid procedures etc

022/21 Correspondence received for Information –

1. EcomSolutions – sale of business to Radikls. Service levels should remain the same. New helpdesk is support@radikls.com
2. WSCC – School admissions consultation (nothing of relevance to Ashington)
3. NALC – guide on running a community business.
4. Storrington PC – disappointment at lack of support for Chanctonbury Leisure Centre.
5. HD Older Peoples Forum public meeting on Tuesday 12th January 2021 10.30am-1pm via Zoom
6. WSCC – Chanctonbury TRO prioritisation list.
7. HALC – minutes of meeting 15/12/20
8. Various communications regarding SSALC/WSALC issues

PLANNING

023/21 Planning Correspondence –

1. HDC are now producing a weekly list of compliance (enforcement) complaints received.

024/21 New Enforcement Allegations – none

025/21 Horsham District Council Decisions

Approvals –

DC/20/1991 Demolition of existing detached garage and erection of two storey side extension - 1 Fairfield Road

DC/20/2021 Erection of a first floor extension over existing side extension - 11 Cricketers Close

DC/20/2041 Erection of a single storey front, side and rear extension - 10 Penn Gardens

Refusals - none

Withdrawals –

DC/20/2367 Erection of single storey detached garage, workshop and store – Jesters, Mill Lane

Prior Notifications – none

Appeals –

DC/19/1752 Erection of a detached two storey dwelling - Malthouse Farm Malthouse Lane

FINANCE

026/21 Income –

The Parish Yard £651.95 (Excludes Blush & Bramble 12 & 13 December 2020)

Kite & Thomas – roundabout sponsorship £277.50

Singer & Friedlander Bank £141.88 taking the total recovered to 86.9%

First Responders Funds £1,509.48

027/21 ITEMS SUSPENDED AND CARRIED FORWARD:

AGM Business

028/21 Date of Next meetings

Planning Committee meeting: **7:30pm on Wednesday 20th January 2021**

Parish Council: **7:45pm on Thursday 4th February 2021**

Members of the public were then asked to leave the meeting as Councillors needed to discuss confidential matters: None

Meeting closed at 8.45pm

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

December 2020 – Ashington

Patrol hours TOTAL:	37	ASB incidents TOTAL:	0
Foot (high visibility)	22	Noise	0
Vehicle	15	Neighbours	0
Notices/warnings TOTAL:	0	Driving/vehicles	0
Fixed Penalty Notice	0	Bikes	0
Yellow card warning	0	Alcohol/drugs	0
Community Protection Warning/Notice	0	Public order	0
Parking alert	0	Clear up/disposal reports TOTAL:	0
Police reports TOTAL:	5	Fly tipping / flyposting	
Phone (including 101 and 999)	0	Graffiti	0
Email	1	Dog fouling	0
Intelligence report	0	Litter	0
E-CINS (multi-agency reporting)	1	Drug litter	0
Verbal	3	Hazards	0
Admin	20	Community events attended	1
Visits to vulnerable people (all ages)	22	School contact/engagement	0
Signposting	0	Reports to DVLA	0
Safeguarding referral	1	Reports to Operation Crackdown	0

ASB/crime/criminal damage

We received a report of a civil dispute, and through our involvement certain concerns were raised which led to us submitting a safeguarding report to WSCC. This was passed to Social Services, and the Police were made aware of the dispute for information purposes should there be any further problems.

Parking/vehicles

Nothing to report.

Fly tipping/littering/graffiti

Nothing to report.

Community engagement/events/meetings

We attended the Christmas Fair at the Parish Yard which was a lovely event. We spoke to numerous residents and the event was well attended and appreciated by all. Due to the current Tier 4 restrictions we are limited in the community engagements that we can do, but once the restrictions are relaxed, we are looking at attending the Parish Yard for regular street briefings.

Patrols (foot/visible and car)

We continue to patrol the whole village throughout the month on foot and in the vehicle. We have concentrated our efforts on high visibility patrols to deter any potential criminal activities or any anti-social behaviour. Due to the current Covid Restrictions there have been fewer numbers of people seen out in the area, and we will engage and advise those in breach of the regulations.

Elderly and youth

In the last month we have visited many of the elderly and vulnerable people who are struggling with difficulties relating to Covid-19. We offer as much support as possible to the residents that still are unable or don't want to leave their homes yet.

We still continue to produce and distribute the newsletters to our residents that we have created throughout the lockdown and current restrictions. These have proved very popular and give us an opportunity to check on the residents when we deliver them.

We have been working with the Church to distribute Christmas food parcels to members of the community that needed a Christmas treat, particularly those that have been isolating or are incredibly lonely. They were very well received and appreciated, and we cannot thank the Church enough for their work on this. We are incredibly lucky to have such a wonderful working relationship with the Church.

Licensing

Nothing to report.

Dog related issues

Nothing to report.

Cycling

Nothing to report.

Parish specific/other

Nothing to report.

Appendix 2 – Youth Worker Report

December saw the youth club open for 2.5 weeks before the schools shut for Christmas. We welcomed new faces and had some great times with our two groups (Monday and Thursday nights).

We set up some Christmas crafts for the Monday night group to do - make your own snow globe - which went down really well with both younger and older youth alike. We were careful to make sure our crafts were carried out in a covid-secure manner.

The older group enjoyed just being together, playing cards and table tennis. It was a relaxed atmosphere despite masks and hand sanitising becoming the new normal. We had some positive conversations with one youth who finds himself on the outskirts of the group.

My church interns have been a brilliant addition to the volunteer team last term and we are looking to use them going forward as we meet virtually in January and maybe afterwards.

Attendance has been slow on the take up, but we did see 10 young people one Monday night and we had 7 young people on one of the Thursdays, showing encouraging signs that people do want to come to club. However, we need to find creative ways to stay in touch and maintain relationship for a new national lockdown which seems imminent.

Appendix 3 – Expenditure

Karen Dare (Clerk)	Home office (December)	£20.00
	Get Well card & gift	£7.00
	Annual Zoom subscription	£119.90
	Flowers	£40.95
	Land Registry Title Plan	£3.00
Mark Adsett	Landscape Gardening (December)	£587.50
Ashington PCC	Invoice YW-2020-12 (December)	£1,083.33
WSCC	Salaries and Costs (December 2020)	£1,527.80
EON	Monthly Direct Debit Parish Yard - electricity	£20.00
Business Stream	Monthly Direct Debit Parish Yard - water	£20.00
Public Works Loan Board	Repayment of Loan	£3,110.12
Moore	External Auditor	£480.00
Came & Company	Insurance	£1,888.81
The Sign Shop	Parish Yard signs	£372.00
ACCT	Play area repair	£240.00
Ferring Nurseries	Hanging baskets removal	£144.00
P. Linehan	Zoom subscription (final monthly payments)	£28.78
N. Spiers	The Parish Yard chain, wood etc	
		£9,693.19

All to be paid by Bank Transfer

Appendix 4

Funds held by the Parish Council on behalf of others (as at 31st December 2020):

Ashington Rangers £724.01

Ashington Residents Association £615.85

Ashington First Responders £1,509.48