



Ashington Parish Council

Minutes of the meeting held on Thursday 7th July 2022 at 7.45p.m. Ashington Scout Hall, Church Lane

Present: Councillors: N. Spiers, J. Stillwell, J. Morris, S. Ball, T. Kearney, G. MacPherson, P. Kerrey

Also present:

Clerk: Karen Dare

Horsham District Councillor: John Blackall

Invited Guests: Steve May & Helen Lee, Ashington Youth Club

Members of the Public: 6

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.

168/22 Apologies for absence

Apologies for absence were received and approved from:

Parish Councillors: M. Woolley, T. Moss, T. Watson, P. Linehan

District Councillor: J Saheid & Philip Circus

West Sussex County Councillor: Paul Marshall

Neighbourhood Wardens: Bryony Sparks & Christina Arnold

169/22 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).

170/22 Minutes of the Parish Council meeting 9th June 2022

The minutes of the meeting dated 9th June 2022 were approved as a true record and signed by the Chairman. Proposed by Cllr Kearney, seconded by Cllr Morris and agreed by all.

171/22 Quarterly Review - AYC

Presentation of report from Q2 activities (Feb-April), progress against objectives etc is due. Helen Lee presented:

1. Thanks for the Jubilee event that raised funds for AYC. The money plus donations from the Youth Gym (RH20) & Rotary Club will be used to take 60 children and 12 adults to Chessington.
2. Attendance on a Wednesday evening is @48, Thursday night is 18. There are only a few Yr11s but it is hoped that Yr10s will be retained next September so that the older age group service is maintained.
3. Various activities have taken place including cream cracker & marshmallow challenges

4. Some Crawley Town players may visit the Club.
5. A basic First Aid & resuscitation course will be delivered soon.
6. Yr11s have been provided with support during their gcse's and have had help with getting ready for jobs, college etc. Yr10's are being prepared for gcse's
7. They have been working with Ashington School, meeting the Yr4's who can go to AYC next term. They are taking part in the Walk around the woods event.
8. They have been working with RH20 gym and the Wardens and there are 2 event days planned for the summer, on the Recreation Ground, doing sports, bbq etc

Questions:

1. Cllr Spiers thanked the two young lads that had helped serve the Vintage Teas on Jubilee Day. They are a credit to AYC.
2. Cllr Stillwell asked what % are Ashington youngsters? Answer 95%

Councillors were very impressed with AYC activities and Q2 report and were pleased to approve the 3rd Payment (for Q4) £2,867.63 (due to be paid in this month, pending an invoice).

172/22 Neighbourhood Wardens Report (Appendix 1) & Report from Steering Group

Report from Steering Group meeting: No meeting until 22nd August 2022.

It was disappointing to note that 2 x males were seen stealing plants from the Charity Plant Sale that was raising funds for St Barnabas House & Chestnut Tree House. Despite this, a total of £1600 was raised.

The Wardens are planning some summer activities jointly with AYC.

Update on renewal of the Wardens 3-year agreement with HDC which came to an end on 31st March 2022 – a meeting will take place on 22nd August to progress this, but HDC are looking for an in-principle agreement. It was agreed that the PC could sign an interim agreement subject to Objectives being agreed by 31st December 2022. Clerk to inform HDC.

Clerk CFWD

Questions: None

173/22 Reports from District & County Councillors

District Councillor John Blackall reported:

1. Water Neutrality is a massive issue across the District, other places in the country have similar issues but with nitrate levels. This has affected the PC's own planning application for a Tearoom at the Parish Yard. The Clerk has tried everything to demonstrate water neutrality, consumption, baseline levels etc but HDC Officers are nervous of making decisions in case there may be legal challenges and damages to pay. This will not be resolved until late 2022 or longer. This is our third summer with long periods of dry weather and water availability is an ongoing problem. There is plenty of water in the north and in Scotland so it either needs to be piped south and/or we need new reservoirs and sources of water.
2. Malthouse Farm Cottage had submitted a permitted development application to convert farm buildings to houses but had been refused by HDC and have now been refused at Appeal. The PC is not consulted on permitted development applications.

Questions: None

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

174/22 Public Adjournment - Members of the public can ask questions.

1. Southern Gas Networks did some works at the junction of London Road & Church Lane some months ago and they have left the grass verge in a mess. It needs to be re-seeded. The Clerk has already reported this but will do again. If necessary, Councillors will scatter grass seed in the autumn. **Clerk D**
2. Green Hedges, Church Lane – the site is being used as a dumping ground/builders' yard. The site has been reported to HDC Planning Enforcement on several occasions.
3. A resident thanked the Pc for all their hard work this year and congratulated the PC on the excellent hanging baskets that are a credit to our village.
4. Could the Clerk write to the owner of the house on Church Lane with the willow tree that is growing into the overhead cables. The last time the tree was cut the power supply was halted for 5 hours and many homes were affected. **Clerk D**

175/22 **The Parish Yard – Tea Room update**

1. Planning application – HDC Planning Officer advises that the PC cannot demonstrate water neutrality as consumption at the site over the past 3 years has been nil. They advise that nothing can be built that would consume any water at all. The Clerk gathered historic water consumption data to show that pre-pandemic the site consumed significant amounts of water, but Natural England & HDC specify that data must be no more than 3 years pre-application. The consumption over the past 3 years has been zero so any new build must consume zero water. The Working Party will look to simply tidy up the site in the short term.
2. The S106 application – on hold until the planning application is determined.
3. Lease – old lease due to be removed by Land Registry end September 2022.
4. A new Mobile Coffee van started on 25th June. It is operating most days, mornings only to start with. **CFWD**
5. There was some negative publicity for the Parish Council on Facebook because it refused to take any new bookings from FoodbyGeorgia. This was because they were in breach of their Licence to use the Parish Yard on the grounds of rent arrears (now cleared). It is understood that FoodbyGeorgia have now booked to use ACCT.
6. It was suggested that the Parish Yard could be used by Mark to fill up his water bowser for watering the hanging baskets. Councillors had suggested a car wash be set up on site. The Working Party will consider alternative uses that do not require planning permission.

176/22 **Annual Review of HR Policies**

The Discipline & Grievance, Complaints Handling, Equality, Health & Safety, Lone Working, Sickness Absence and Accident forms Policies are reviewed annually in June. There are no proposed amendments to existing policies. Councillors reviewed and approved. **Clerk D**

177/22 **Correspondence received for Action –**

1. Gatwick Airport Northern Runway project – summer consultation. No action.
2. Invitation to attend one of Southern Water's online business planning stakeholder workshops – Friday 15th July 10am-12.30pm (online meeting). No action.
3. Action in Rural Sussex – Rethinking our Local Places and Communities survey. Clerk has shared to all Councillors.
4. HDC – UK Shared Prosperity Fund (£1million over 3 years), invitation to submit initial thoughts by 7th July. No comments.
5. Ashington Church – a short memorial service for Covid will take place on Monday 18th July 2.30-3pm in the Churchyard. Anyone wanting to attend? Cllr Ball will attend.

178/22 **Correspondence received for Information –**

1. HALC Annual General Meeting on Wednesday 13th July 2022 at 7.00pm.
2. ACCT Board of Trustee Minutes 22/4/22

3. Road Safety briefing video – Sussex Police
4. WSCC – Ashington CE School Ofsted report
5. CAGNE July Newsletter

179/22 Meetings attended by Councillors –

Cllr Ball attended the ACCT Trustees meeting on 22nd June 2022.

Major points as follows:

1. Their planning application for additional parking needs to be amended slightly.
2. They are still looking at the drainage & resurfacing of the Scout Hall & Youth Club car park.
3. They are considering use of the Sports Pavilion by RH20 gym on a permanent basis. They need to understand the impact on Rovers, Cougars, referees etc before any agreement.
4. They are looking to adjust the tractor shed doors so that it is impossible for anyone to get locked in.
5. A new Trustee is looking at an electronic booking & invoicing system.

Cllr Morris reported on the Weald to Waves meeting on 7th July that he & Cllr Moss attended: this is a very interesting project looking at establishing wildlife corridors from Knepp Estate to the Sussex coast. Involved are Southern Water, Sussex Wildlife Trust, Wakehurst Place, Adur & Arun Valley restoration, Knepp Estate and many different local farmers. There are lots of different local projects that are all being pulled together under one banner. Sussex Wildlife Trust are also working directly with HDC on biodiversity in the District as biodiversity net gain in planning matters becomes Law in 2023. All projects must increase biodiversity by 10%.

180/22 Matters raised by Councillors

Speedwatch update from Cllr Kerrey – For the first time since the establishment of Ashington Speedwatch there has been no activity this month due to a combination of the Jubilee weekend, holidays and my isolation having been infected with Covid 19.

From Cllr Kerrey – I have received information regarding the company that installed the electronic speed signs in Wiston, which they thoroughly recommend. I have learned that the company, Elancity, handle all the necessary paperwork involved and all that is required is to choose the type and style of equipment best suited for the chosen location. Prices range from £1600 for a sign using a local power source, a lamppost for instance, or £2200 for a solar powered unit. There are a selection of speeds and messages to select included in the package.

This sort of device would offer a 24/7 reminder of the speed limit.

For further information visit their website: www.elancity.co.uk.

Councillors questioned who would be responsible for any damage/loss of the signs and asked Cllr Kerrey to contact the Wiston PC Clerk to find out how effective the signs have been in Wiston. **CFWD**

Cllr Stillwell reported that 13 Turnpike Way have dumped cut bamboo leaves onto PC land. Clerk to write to ask that they are removed. **Clerk D**

Cllr Stillwell raised concern that some residents believe that the Parish Council is associated with the Parish Church. This is not the case. Some residents have reported to her that they do not consider that a bouncy castle is appropriate for a graveyard and that the erection of a marquee on top of ancient graves is inappropriate. The residents feel that it is disrespectful and that they are unable to have a quiet moment visiting loved one's graves. She has already written to the Rector but received no reply. Councillors agreed that the Clerk should write to the Rector, Washington PC Clerk (who manage the graveyard) and Chichester Diocese. **Clerk D**

Cllr Ball reported that Ashington Playgroup will be closing at the end of July. They have been running for 20+ years in Ashington Village Hall and latterly the Community Centre. They are closing because their provision doesn't fit with working parents.

Cllr Kearney reported that contractors are in the village at night with torches, opening BT manholes and putting in ropes for fibreoptic cables to be installed. The work is due to be completed in 4 months and will mean that every house has access to fibreoptic cables.

181/22 Chairman's Announcements –

The Chairman reported that the unmade section of Mill Lane will be closed on 8th July for resurfacing. Residents have contributed to the cost of this as it is a private road. He also questioned whether bollards could be re-instated at the southern end of Fairfield Road to prevent the private road being used as a cut-through to Fairfield Road. This would need to be checked with WSCC but, in theory, it is possible as it is a private road.

PLANNING

182/22 Minutes of the Planning Meeting held on 23rd June 2022

The meeting was cancelled as there were no applications to discuss.

183/22 Planning Correspondence –

1. Steyning Neighbourhood Plan – publication of Decision Statement

184/22 HDC Local Plan Review Update – none

185/22 Neighbourhood Plan - Bellway Homes proposals for Land West of Ashington School ASH11:

No update

186/22 Planning Applications –

DC/22/1110 Erection of new boundary treatments, installation of new windows, condenser unit and water point, and other external alterations (Full Planning) - Red Lion, London Road

The Council has no objections.

DC/22/1111 Installation of new windows, condenser unit and water point, and other internal and external alterations (Listed Building Consent) - Red Lion, London Road

The Council has no objections.

187/22 New Enforcement Allegations –

EN/22/0253 Alleged: use of log cabin as separate unit of accommodation – Oast House Farm, Billingshurst Road

EN/22/0043 Alleged: use of barn as personal training gym following refusal of planning application DC/22/0780 at: Springfield, Spring Gardens

EN/22/0283 Alleged: importation of waste material, changing land levels and infilling of pond – land adjoining Luckista, Billingshurst Road. HDC issued a Stop Notice on 29th June 2022.

188/22 Horsham District Council Decisions

Approvals –

DC/22/0533 Erection of a single storey rear extension - 1 Greenacres

DC/22/0776 Erection of a single storey rear extension and replacement of door with window to side
- New House, Broadbridge Farm

DC/22/0714 Conversion and alterations to existing conservatory to form habitable living space
including replacement of existing glazed roof with flat roof incorporating roof lanterns - Welbourne
Well House Road

DC/22/0231 Replacement white UPVC windows and doors, demolition of porch, sun room over
existing balcony, adjoining shed and rear concrete steps. Erection of front porch with railings and
gate - Flat 3, Tatra, Mill Lane

DC/22/0763 Application to confirm the continuous use of land as domestic residential curtilage for a
period in excess of ten years (Lawful Development Certificate - Existing) – 2 Normans Cottages

DC/22/0814 Erection of additional garages/carports and garden stores - Lodge Farm Malthouse Lane
HDC Officer report notes: It is noted that the Parish Council have objected to this application,
particularly in relation to the cumulative impact of additional development on the wider site. The
additional garages / garden stores and considered to be minor additions in nature and are
considered to be minimal enough to be acceptable in this case. However it is considered that now all
units have a detached outbuilding, whether that be a garage / car port or garden store, that the
development site is likely to have met its capacity, and any further buildings on site may result in a
proliferations on buildings, which would detract significantly from the original scheme and erode the
rural nature of the site.

Refusals –

DC/22/0780 Part-Retrospective application for the retention of an agricultural barn for the mixed
use of agricultural storage of plant and machinery and use as a personal training gym for a
temporary period of two years - Springfield Spring Gardens

DC/22/0806 Erection of a 7no bay carport with electric charging points – Lodge Farm, Malthouse
Lane

Reason for refusal: overdevelopment.

Withdrawals - none

Prior Notifications – none

Appeals – none

FINANCE

189/22 **Correspondence** – none

190/22 Annual Review of banking arrangements

NS&I – the name on the account needs changing. New signatories are also advised as they haven't
been updated for many years. Cllrs Kerrey, Morris & Ball volunteered, none of whom are signatories
to any other Council accounts. **Clerk CFWD**

191/22 Income –

Parish Yard (June) £44.05

Ruen Thai have been absent all month due to family illness. The Refreshment Pod started 25th June.

192/22 Expenditure (Appendix 2)

It was resolved that the schedule of invoices for payment totalling £6,951.85 for July 2022 be approved. Agreed by all.

193/22 Date of Next meetings

Planning Committee meetings: **7:30pm on Thursday 21st July & 18th August 2022, Scout Hall**

Parish Council: **7:45pm on Thursday 1st September 2022, Scout Hall**

There is NO Parish Council meeting in August.

Members of the public were then asked to leave the meeting as Councillors needed to discuss confidential matters. Summary: The Clerk formally announced her retirement effective 31st December 2022, having previously begun discussions with the Chair & Vice Chair in May/June. The Clerk was asked to put a plan together to recruit for her replacement.

Meeting closed at 9.00pm

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.

Appendix 1 – Warden Report

Warden Monthly Report

June 2022 Ashington

Patrol hours TOTAL:	74	ASB incidents TOTAL:	7
Foot (high visibility)	34	Noise	2
Vehicle	40	Neighbours	1
Notices/warnings TOTAL:	0	Driving/vehicles	2
Fixed Penalty Notice	0	Bikes	0
Yellow card warning	0	Alcohol/drugs	0
Community Protection Warning/Notice	0	Public order	2
Parking alert	1	Clear up/disposal reports TOTAL:	5
Police reports TOTAL:	3	Fly tipping / flyposting	2
Phone (including 101 and 999)	0	Graffiti	2
Email	0	Dog fouling	0
Intelligence report	0	Litter	0
E-CINS (multi-agency reporting)	0	Drug litter	0
Verbal	3	Hazards	1
Media reports TOTAL:	1	Community events attended	0
Press release / Community magazines	0	Reports to Operation Crackdown	0
Social Media	1	Safeguarding referral	0
Admin	31	School contact	1
Visits to vulnerable people (all ages)	19	Youth engagement	29
Signposting	4	Reports to DVLA	0

ASB/crime/criminal damage

We received a report this month of a catalytic convertor being stolen from a vehicle in the village, we worked with the resident to ensure it had been reported to the police, we then signposted the local PCSO to visit the resident for advice around security.

The Charity Plant sale in the village reported two males stealing plants, we have been looking into this matter and passed all relevant information onto the police.

We have received a couple of reports this month around noise nuisance, we are reminding residents that particularly at this time of year to be considerate of those around them when in their gardens and late at night.

Parking/vehicles

We have received several reports about E scooters being used around the village. We are passing relevant information onto the police where necessary and giving words of advice to those we see using them.

We received a complaint around the inconsiderate parking of a large vehicle in the village, we gave out advice which seems to have taken affect.

Fly tipping/littering/graffiti

We had more graffiti in the skate park this month it was all reported to Horsham District Council and it has been removed.

We discovered a fuel tank has been dumped up Park Lane, we have reported to Horsham District Council and are waiting for its removal.

Community engagement/events/meetings

We had a meeting this month with Helen Lee (Youth Worker), we discussed summer activities and the way to best engage with the young people in the village over the summer holidays. We are going to host some joint activities which will include sports, food, challenges and support and signposting for any mental health concerns.

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 around visiting a number of our vulnerable residents this month, trying to make sure they have the correct support in place and signposting where necessary.

Julie Bean from Age UK has moved onto a new role so we shall be leading on the Cuppa and Chat at the Red Lion until her vacancy is filled. We have also been able to share with residents that vintage tea at the church is starting up again.

We have visited youth club this month to engage with the young people there, it has been a good opportunity to meet with some of the older youth in the village.

Licensing

Nothing to report

Dog related issues

Nothing to report

Cycling

Nothing to report

Parish specific/other

This month we have worked with partner agencies around site safety on a couple of building sites in the area, we are monitoring the actions taken to ensure the areas are kept safe for both workers, residents and members of the community.

Appendix 2 – Expenditure

Karen Dare (Clerk)	Home office (June)	£20.00
	Mobile Phone topup	£6.00
	Postage (Accounts to Auditor)	£2.85

Mark Adsett	Landscape Gardening (June)	£600.00
	Watering of baskets 4/6 to 2/7 (4 weeks x £65pw)	£325.00
WSCC	Salaries and Costs (June 2022)	£1,951.90
EON	Monthly Direct Debit Parish Yard - electricity	£11.00
PWL Board	Public Works Loan repayment	£3,110.12
Margaret Alford	Jubilee expenses (Minute 145/22)	£28.98
Bespoke Security	Wardens alarms/cameras (Minute 014/22)	£396.00
Radii Skatepark repairs	Skatepark repair (Minute 159/22(3))	£500.00
		£6,951.85

All to be paid by Bank Transfer

Appendix 3

Funds held by the Parish Council on behalf of others (as at 31st March 2022):

Ashington Rangers £724.01

Ashington Residents Association £615.85

Ashington First Responders £1,247.94