



# Ashington Parish Council

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## Minutes of the meeting held on Thursday 4<sup>th</sup> November 2021 at 7.45p.m. Ashington Scout Hall, Church Lane

**Present: Councillors:** N. Spiers, P. Kerrey, T. Moss, J. Stillwell, J. Morris, T. Watson & T. Kearney

**Also present:**

Clerk: Karen Dare

District Councillor: John Blackall

Invited Guests: none

Members of the Public: 1

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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.

### 269/21 Apologies for absence

Apologies for absence were received and approved from:

Parish Councillors: G. MacPherson, P. Linehan, S. Ball & M. Woolley

District Councillor: J Saheid & Philip Circus

County Councillor: Paul Marshall

Neighbourhood Wardens: Bryony Sparks & Christina Arnold

### 270/21 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).

### 271/21 Minutes of the Parish Council meeting 7<sup>th</sup> October 2021

The minutes of the meeting dated 7<sup>th</sup> October 2021 were approved as a true record and signed by the Chairman. Proposed by Cllr Kerrey, seconded by Cllr Kearney and agreed by all.

### 272/21 Proposal from AYC for the continuation of Youth Services in Ashington.

The AYC Proposal (updated with both figures and review timetable corrected) was ready for signing by both parties on 1<sup>st</sup> November 2021 and became effective from that date. It transpires that AYC signed the contract with SCYP in September prior to any guarantee of financial support from the PC and AYC suggested that the PC might want to consider backdating payments. The Clerk informed Councillors of the situation by email but Councillors did not agree to backdate any payments as it had not agreed to any financial support in September. Agreed by all. **D**

### 273/21 Neighbourhood Wardens Report (Appendix 1) & Report from Steering Group

The Steering Group meeting scheduled for 1<sup>st</sup> November has been postponed until 29<sup>th</sup> November.

Questions: None

### 274/21 Reports from District & County Councillors

District Councillor John Blackall reported:

1. The HDC Local Plan is 'on hold' at present. Natural England have recently published a Position Statement declaring that much of the District is under water stress, the Arun catchment is being affected by housing and that all applications should consider water use/reuse and achieve 'water neutrality' until such time as measures can be put in place by water companies to ensure supplies do not have a detrimental effect on the River Arun and its ecology. The Lesser Whirlpool Staghorn Snail is an internationally important species, and its habitat is being destroyed by excessive water extraction at Hardham on the River Arun. It had previously been found at 17 sites across the UK but is now only present at 3 sites, the River Arun being one.  
HDC is currently looking at all recent housing approvals and potentially will apply this retrospectively. More information by the end of November but the delay to the Local Plan could be 6-12 months. A similar situation in Hampshire took 10 months to resolve. As there have been no planning applications for Neighbourhood Plan allocated sites yet, any that come forward will need to demonstrate water neutrality.  
There are 7,000-8,000 previously approved, but not built yet, homes in the District and developers may seek to build these as they may not need to comply with any water neutrality restrictions.
2. The Drill Hall in Horsham has been leased out to the British Legion/Veterans Association on a full maintenance 30-year lease to secure its future as a community hall. It was costing HDC too much to keep it open and fully maintained and there were proposals to close it and build homes on the site, but this is seen as the best solution.
3. HDC has agreed to work with all local District & Borough Councils that are affected by the recent LGW proposals to expand capacity by bringing the northern runway into regular use. They have employed a consultant to study the 2000 pages of documents and ascertain how the proposals will affect the areas and authorities. There could be implications for future housing numbers & infrastructure in the areas. HDC has submitted an objection in principle to the proposal.
4. HDC is looking to make sure that all future affordable housing is 'Council housing' ie it cannot be bought outright by tenants and will remain as affordable housing in perpetuity. There is always a need for homes to rent at an affordable price. HDC has recently spent £90k pa to house one family in B&B accommodation because there are no suitable homes to rent. HDC has set up its own company to manage the housing and has one development in Billingshurst and one in Horsham.

Questions: None

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

**275/21 Public Adjournment** - Members of the public can ask questions.

None.

**276/21 The Parish Yard - update**

1. Three Groundworks contractors have visited the site and will be providing quotes.
2. No update from HDC's Planning Officer. Delayed because of HDC Planning Department workloads.
3. Flanco Pizza's new owners are just sorting themselves out but will be visiting on 7<sup>th</sup> December as a one-off for now.
4. The Chairman confirmed that the 'café' is more like a tea-room than a transport café – it is not the intention to attract additional, particularly heavy, traffic into the village but merely to serve the existing population and any passing/village trade.
5. Income from the Parish Yard will help fund village activities and ultimately help keep the Ashington portion of residents Council Tax in check. **CFWD**

**277/21 Annual Review of ACCT/PC agreement –**

ACCT have presented a draft Licence (rather than Lease) for the skatepark and Over 12s play area and a suggested course of action to reach agreement. It was noted that the ACCT Treasurer has recently resigned, and this is not currently a priority for ACCT to deal with. **D**

### 278/21 **Review of Emergency Plan**

The Clerk has confirmed with WSCC & the gritting contractor that the winter arrangements remain the same for 2021 and has checked the grit bins. The Clerk has updated contact details, no other amendments are necessary. Agreed.

279/21 **Review of GDPR Documents** – Training Policy, Privacy Notice, Subject Access Request procedure, Breach Policy & reporting form, Document Retention & Disposal, IT Security Policy for Staff. No amendments are needed. Agreed.

### 280/21 **Correspondence received for Action** –

1. Nick Taylor, Chanctonbury Churches – proposing to arrange a memorial event/ceremony for Covid in due course. Would the PC be supportive/want an input? Yes, Clerk to respond.  
**Clerk D**
2. Invitation for the Council to join the Rape of Bramber Society. The Society has two aims: to grow and protect the unique cultural identity of the Bramber area; and to provide a forum for local policy makers to discuss the pressing issues of our times in our local communities. Cllr Linehan to advise.  
**PL D**
3. Queen's Green Canopy project – does the Council wish to plant a tree(s) to celebrate the Queen's Platinum Jubilee in 2022? It was suggested that ACCT/Ashington School be consulted on a possible Community Orchard or similar project. The PC does have a 'street trees' budget. Clerk to liaise.  
**Clerk D**
4. WSCC TRO consultation – reduction of speed limit from Hole Street A24 flyover through Wiston to the A283 Steyning Road. The PC support this initiative, Clerk to respond.  
**Clerk D**

### 281/21 **Correspondence received for Information** –

1. Sussex Police Rural Crime team monthly update (October)
2. WSALC Chair & Clerk meeting recordings
3. WSCC – Adult Social Care consultation (Clerk circulated via email & Facebook)
4. WSALC Board Minutes 5<sup>th</sup> October & Notice of AGM 29<sup>th</sup> October & Autumn budget information
5. CAGNE – LGW plan to increase cargo flights substantially, all of which would have to travel by road from the airport as there is no rail capacity.
6. Sussex Wildlife Trust Storrington & Arun Valley Regional Group meeting 29/10
7. HALC – various correspondence regarding the HDC Local Plan

### 282/21 **Meetings attended by Councillors** –

Cllr Morris attended an ACCT meeting on 27/10 at which John Howie was elected as Chair.

Cllr Moss attended a meeting with the Wardens on 16/10 to discuss 'social needs' of residents. They agreed to write a village survey to find out what services residents want and need and to gather information about potential volunteers. The Survey will also include local groups/organisations.

### 283/21 **Matters raised by Councillors**

Speedwatch update from Cllr Kerrey – At the past Parish Council meeting I raised the subject of Speedwatch Signage with Councillor Paul Marshall. He has responded to confirm that signage supplied from the Speedwatch Shop is not approved in Sussex and that measures are being taken to ensure that all Speedwatch Groups in Sussex are made aware of this. I would like to thank Paul for his prompt action in this matter.

Also, I reported that I had been in contact with Steve O'Connell at Sussex police regarding tangible evidence of their support for Speedwatch Groups. He responded with the plea that the department was understaffed but he would endeavour to have signage installed in Ashington as soon as possible. We are still waiting.

The Speedwatch volunteers have maintained a regular presence in the Billingshurst Road throughout October registering and reporting 156 vehicles exceeding the 30 + 5mph limit that we work to. One of the vehicles was a marked police traffic car travelling at 37mph.

At the moment our records show a regular average of 15% of vehicles speeding which is an increase from the 10% average last year. It is apparent that as we cannot be at the road side every day, clearer road marking and signage would help considerably.

Finally, and most gratefully, I can report that Sam Ball has successfully passed the Speedwatch enrolment test, had roadside training, and has joined our group.

Cllr Moss expressed concern at the increasing percentage of speeding drivers along Billingshurst Road. It was confirmed that anyone caught speeding does receive a letter from Sussex Police stating the date, time & location of the offence and, by having a Speedwatch group, those drivers that are speeding are getting caught. Without Speedwatch none of these drivers would be identified.

Cllr Stillwell asked if it would be possible to erect a 'depth gauge' at the southern underpass so that in the event of a repeat of the flood, drivers could judge whether to drive through or not. It is unlikely that WSCC would agree to this as it could lead to liability issues.

Cllr Watson informed the Council that he'd like to look at the possibility of getting public EV charging points in the village. There are some at the BP garage but none elsewhere. The Parish Yard could be a possibility. Agreed.

#### **284/21 Chairman's Announcements –**

The Chairman reported that one of the No Cycling signs on the public footpath from the Church to Malthouse Lane had been ripped down but that local walkers had found the pieces and stuck it back together possibly indicating that walkers are keen to keep cyclists off the route.

#### **PLANNING**

##### **285/21 Minutes of the Planning Meeting held on 21<sup>st</sup> October 2021**

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

##### **286/21 Planning Correspondence –**

1. HDC – will be requiring all planning applications that are likely to increase water consumption to be accompanied by a water neutrality statement setting out the strategy for achieving water neutrality within the development.
2. HDC - Monthly Planning Compliance Team statistics

##### **287/21 Neighbourhood Planning Update - none**

##### **288/21 HDC Local Plan Review Update – none**

##### **289/21 Planning Applications –**

DC/21/1328 Installation of concrete weatherboarding to front and rear dormers and rendering of walls to side and front - 7 Timberlea Close

The Council has no objections.

DC/21/2349 Erection of an agricultural barn for the mixed use of agricultural storage of plant and machinery and use as a personal training gym (Part-Retrospective).

Springfield Spring Gardens

The Council raised no Objections but is concerned that there is no demonstrated need and that, should approval be given, the barn is not to be used as residential accommodation now or in the future and not to be sold off as a separate business or residential site.

##### **290/21 New Enforcement Allegations –**

EN/21/0510 Alleged: Operation of a business making and painting sash windows from a residential property without planning permission – Chanctonbury View, 13 Turnpike Way

##### **291/21 Horsham District Council Decisions**

##### **Approvals –**

DC/21/1941 Installation of a new vehicular access to provide permanent access to electricity substation – Electricity Substation, Hole Street

**Refusals** – none

**Withdrawals** – none

**Prior Notifications** – none

**Appeals** –

DC/21/0445 Permission in Principle for residential development comprising between 1 and 9 dwellinghouses - Land at Ashington House, London Road

DC/21/0533 Outline application for the erection of a dwellinghouse with all matters reserved - Land Parcel at 511759 115155 Muttons Lane

## **FINANCE**

292/21 **Correspondence** –

The Clerk reports that:

- a) The quarterly bank reconciliation for 30<sup>th</sup> September has been prepared and was approved by Cllr Kearney.
- b) The quarterly budget report for 30<sup>th</sup> September shows that there are no new areas of overspend.
- c) Does the Council wish to continue with a Zoom subscription (expires 4/1/22). Remote meetings are currently unlawful. Councillors agreed to stop the subscription.

293/21 **Income** –

Parish Yard (October) £212.65

HDC Environmental Cleansing Grant £1,968.34

CIL £13,430.81 – this is only 15% of the total as the application to which it refers was approved 12 days before the Neighbourhood Plan was adopted. CIL has a 5-year spending deadline.

The Chairman noted that the Parish Yard had generated @£4,400 income in the almost 12 months that it has been open for trade.

294/21 **Expenditure (Appendix 2)**

It was resolved that the schedule of invoices for payment totalling £12,827.50 for October 2021 be approved. Agreed by all.

295/21 **Date of Next meetings**

Planning Committee meetings: **7:30pm on Thursday 18<sup>th</sup> November 2021, Scout Hall**

Parish Council: **7:45pm on Thursday 2<sup>nd</sup> December 2021, Scout Hall**

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

**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.*

# Warden Monthly Report

October 2021 Ashington

<b>Patrol hours TOTAL:</b>	<b>71</b>	<b>ASB incidents TOTAL:</b>	<b>3</b>
Foot (high visibility)	41	Noise	0
Vehicle	30	Neighbours	1
<b>Notices/warnings TOTAL:</b>	<b>0</b>	Driving/vehicles	2
Fixed Penalty Notice	0	Bikes	0
Yellow card warning	0	Alcohol/drugs	0
Community Protection Warning/Notice	0	Public order	0
Parking alert	8	<b>Clear up/disposal reports TOTAL:</b>	<b>5</b>
<b>Police reports TOTAL:</b>	<b>6</b>	Fly tipping / flyposting	2
Phone (including 101 and 999)	0	Graffiti	1
Email	3	Dog fouling	0
Intelligence report	0	Litter	2
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	0	<b>Safeguarding referral</b>	<b>1</b>
<b>Admin</b>	<b>31</b>	<b>School contact</b>	<b>0</b>
<b>Visits to vulnerable people (all ages)</b>	<b>11</b>	<b>Youth engagement</b>	<b>15</b>
<b>Signposting</b>	<b>3</b>	<b>Reports to DVLA</b>	<b>0</b>

## ASB/crime/criminal damage

We have had reports of poaching happening within the village recently. We are aware of the offenders and are working with the victim and the Police to try and gather and pass relevant evidence onto the Police to support a conviction.

We have been foot patrolling around America Woods following on from reports of vehicles accessing the land. We spoke with residents that live around the area. There are complaints around the condition of the footpaths. The resident was advised to speak to West Sussex County Council to report their complaint.

A vehicle was damaged whilst parked along Foster Lane between 16<sup>th</sup>/17<sup>th</sup> October. The vehicle was keyed along the car. This has been reported to the Police.

## Parking/vehicles

Following on from reports of vehicles parked in dangerous locations across the village we have been targeting them with parking alerts. We have arranged with Parking Services at Horsham to come down and patrol the areas of concern which they have already begun doing.

We have had complaints about parking along Foster Lane when Church Services are on. We have spoken with the Church who are going to address the issue.

We are going to be looking at getting some A Frames that are used at other schools around the district and putting them out on the road at school times. They were designed by school children to advise parents to park carefully and considerately. We are hoping to put them along by the school to educate and deter dangerous parking.

## Fly tipping/littering/graffiti

We had to remove some non-permanent graffiti from the Skate Park. We have identified the persons responsible and have offered words of advice.

We reported two lots of fly tipping along Cray's Lane, one being a very large amount of cabling which had the copper stripped out of it.

## Community engagement/events/meetings

We have had a meeting with Tony Moss this month to discuss long term plans for the needs of the village. We are drawing up a survey with him to have delivered to every property in Ashington. The hope is that we can gauge the needs of the village, what is it people want to see more of, what is it people would like to attend and what are people interested in. The long term goal is to look at how we can reduce isolation across different age groups in the village and give residents a chance to feed back what they would like to see. This is for all age groups, but with the main focus on elderly and vulnerable.

We had a meeting with Nick Taylor focusing around community projects and help in the community particularly on supporting the practical needs of the vulnerable in the parish. The church are putting together some work groups of volunteers to best target these needs.

## 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 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.

We are also working with a young person in relation to pregnancy.

## Licensing

Nothing to report

## Dog related issues

Nothing to report.

## Cycling

Nothing to report.

## Parish specific/other

We recently attended an awards ceremony in which Community Services including Neighbourhood Wardens were awarded for everyone's work during the pandemic. We don't do our jobs for recognition, but for the people we have the pleasure of working with, but it was lovely to be mentioned. We wanted to use the opportunity to say Thank you to everyone else in Ashington who work tirelessly for the village with little or no thanks, it doesn't go un-noticed.

### **Appendix 2 – Expenditure**

Karen Dare (Clerk)	Home office (October)	£20.00
	Mobile Phone topup	£6.00
	Microsoft Office annual subscription	£79.99
Mark Adsett	Landscape Gardening (October)	£600.00
WSCC	Salaries and Costs (October 2021)	£1,909.54
	Payroll cost	£47.74
EON	Monthly Direct Debit Parish Yard - electricity	£11.00
Business Stream	Monthly Direct Debit Parish Yard - water	£20.00
Radikls Ltd	Website & email hosting	£115.20
Ashington Youth Club	Youth Worker contract Q1 & Q2	£5,736.00
Notice Board Company	4 x new noticeboards	£4,282.03

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