



Ashington Parish Council

Minutes of the remote meeting held on Thursday 3rd September 2020 at 7:45p.m.

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

Also present:

Clerk – Karen Dare
County Councillor - Paul Marshall
1 Member of the Public

186/20 **Apologies for absence**

Apologies for absence were received and approved from: T. Watson, G. MacPherson
District Councillors: J. Blackall, P Circus & J Saheid
Neighbourhood Wardens: Bryony Sparks & Christina Arnold

187/20 **Declaration of Interests and notification of change of interest**

Paul Linehan declared a potential personal interest in item 190/20 and Malcolm Woolley declared an interest in item 196/20. Both elected to take no part in discussions of those items. The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

188/20 **Public Adjournment**

Members of the public can ask questions. None.

DECISIONS TO BE TAKEN:

189/20 **Minutes of the Parish Council meeting held on 2nd July 2020**

The minutes of the meeting dated 2nd July 2020 were approved as a true record and signed by the Chairman. Proposed by Cllr Linehan, seconded by Cllr Woolley and agreed by all.

Cllr Linehan was muted and took no part in discussions on this item.

190/20 **Kite & Thomas (Green Shed) - update**

1. Demolition works are approved by Building Control. The Clerk has informed near Neighbours.
2. Electrical works - Quotes from UK Power Networks
 - a) Disconnections quote is £664 + vat = £796.80 including vat
 - b) Connections quote is £2533 + vat = £3039.60 including vatUK Power Networks will agree dates etc once the relevant quotations have been paid. Councillors expressed concern at the high cost but agreed that the works were necessary to ensure a safe, modern, accessible electricity supply for the site.
3. The Order of works will be – UKPN disconnect, building demolition, P. Mitchell electrical works to install site infrastructure, UKPN re-connect. It is hoped that works will start 1st October and be done by 31st October. The total cost of works is approx. £8.5k but the Clerk confirmed that the Parish Council has made no investment in the site for at least 15 years.
4. The Clerk conformed that the water supply on site will not be affected by demolition works. She informed Councillors that there does not appear to be surface nor foul water drainage at the site and these may need to be addressed in the future, depending on future occupiers needs.

5. It was proposed to apply to WSCC for a £300 start-up grant to fund investigative/planning work. Agreed by all.
6. Pre-application planning advice from HDC confirms that from 1st September 2020 Class E activities eg retail (except hot food), professional services, medical, sports, nursery, office etc would be consistent with the historic use class of the site and NOT need planning permission for a Change of Use. A 'Community Shed' falls into Class F2 and would require planning permission for Change of Use. Further planning advice & planning application(s) would be needed when the Council has more details of uses & building designs. A Councillor informed the Council that currently, due to Covid 19, some licensing rules have been relaxed.
7. The Clerk put an article in Sussex Local magazine asking residents for their suggested uses of the site and only one response was received. This suggested a medical facility or dentists. Neighbourhood Plan consultations currently demonstrate no need for a medical facility in Ashington as there is spare capacity at Storrington, Steyning & Pulborough surgeries. This will be reviewed when Regulation 16 information is received from HDC. If Ashington has large developments in the future the provision of a medical facility will be reviewed.
8. Several organisations have come forward with possible grant funding opportunities, but the Clerk has not found anyone that has been involved in this type of project. A local architect has been recommended to the Clerk.
9. Given that the site will be cleared & ready for occupation sometime in October a short-term plan needs to be considered – should the Council look for a mobile café operator to come in on a casual basis? Should the Council consult residents in a more formal/structured way? Several Councillors know of residents who would like to run a café in the village – they will send details to the Clerk. Councillors agreed that the Clerk should draft an article about the site and circulate it via Social Media and contact some local cafes to see if they would be interested.

KD CFWD

Cllr Linehan was readmitted to the meeting.

191/20 Correspondence received for Action –

1. Great British September Clean – does the Council wish to arrange one in the village? Cllr Moss will liaise with the Youth Club to see if they would be interested in organising an event.

192/20 Meetings attended by Councillors –

The Chairman had attended an Emergency Zoom Meeting to discuss Chanctonbury Leisure Centre: Chanctonbury Leisure Centre has closed due to bankruptcy of their parent company. Ex-employees have put together a rescue proposal but require £160k. Storrington & Sullington PC and HDC are considering investments of £25k each and ask other neighbouring parishes to indicate their support. Figures show that 5% of Members are from Ashington, total Members = 900. Many customers are 'Pay as You Go' so not included in Membership numbers and Memberships may be single individuals or a family. Summary of discussions: the rescue business plan has not been made available to scrutinise, any funds donated would be a grant not a loan, the PC has no grants budget and would not normally make grants without seeing full copies of accounts/business plans, the PC has other projects that may need funding, all villages contributed towards the cost of setting up the facility many years ago so it is disappointing that it has failed, the PC is not happy that HDC are looking to use villages S106/CIL funds as a potential source of funding, there are no public transport services to Storrington so this limits accessibility, the buildings and land are owned by Storrington PC. Councillors did not agree to provide any funds at this stage.

KD D

Cllr Moss attended the remote HALC meeting on 15th July 2020. Information to note possible impact of Covid 19 on Parish Precepts/Council Tax due to increased numbers of residents on Universal Credit. Some Parishes are writing to MP to ask for a delay to Horsham Local Plan.

County Councillor Paul Marshall reported:

Covid infection rates are increasing in West Susses but death rates are not. This is because, in the early days of the pandemic (March) the average age of an infected person was 71, in June the average age was 43. Covid is more dangerous for older people or those with underlying health conditions.

Up to 26th August Infections per 100,000 people:

7-day average - West Sussex = 6.4, England = 10.2

14-day average – West Sussex = 10.5, England = 22.5

In Horsham District there are @5-15 cases per day and in West Sussex Hospitals up to 26th August there were 8 patients being treated for Covid and only 3 of these were on a ventilator.

There has been 1 death in the past month in West Sussex.

Residents still need to exercise caution, especially as Schools and Universities are returning at present.

There has been some negative publicity in the Press recently about lab capacity to process tests, but the Govt. are getting this sorted out.

WSCC estimates that the financial impact this year on it will be @£9 million because the Govt has introduced grants and allowed some other financial measures to be put in place to ease the impact. However, there is likely to be a second spike, fewer people will be paying Council Tax because of redundancy so WSCC is reassessing budgets on the basis that the shortfall could be up to £44million next year.

WSCC has serious concerns about the proposed doubling of the numbers of new homes in the Govt's Planning White Papers. It will be responding to Govt with these concerns.

193/20 Matters raised by Councillors

Speedwatch update from Cllr Kerrey: I am pleased to announce that Anne Grace has agreed to help as co-coordinator of Speedwatch with the added responsibility of encouraging new volunteers. She has already circulated information in the village, using all the platforms available, but the response so far has been disappointing.

Although half of the volunteers are still reticent about returning at present, those who have are regularly attending sessions which has enabled us to maintain a 'presence' two or three times a week.

Traffic flows have been understandably reduced until recently although they are now slowly returning to more normal levels. We have noticed that traffic speeds, whilst we are around, seem to be closer to 30mph, which is rewarding, but the resolute 10% of speeding cars are still there. We have reported 373 speeding vehicles, predominately on the Billingshurst Road, over the last two months.

Sussex police have informed us that during the week 14th to 18th September they are conducting 'Project Edward', a countrywide initiative with all Speedwatch groups. This seems to be an annual event, extended this year to the whole week. We have been encouraged to book sessions throughout that week, which we have done, with the incentive of possible Police support.

At present there are 7 people conducting Speedwatch, other than myself, and I would like to record my gratitude to them all for keeping the initiative going.

The Clerk advertised for volunteers on the Parish Council's Facebook page but no-one came forward. The Chairman suggested that notices for the boards could be supplied.

From Cllr Stillwell: At the northern end of the Nature Trail, behind numbers 27,28 and part of 29 Cricketers Close, there is a piece of "no-man's land" between the rear gardens and the Nature Trail itself. Cllr Stillwell had seen a resident cutting down a tree and when challenged claimed he had permission. She was also made aware that he may be disposing of garden waste onto the land. The Clerk had inspected the land and it appeared that the occupant of one house had removed a leylandii tree and left the debris on the ground. There was no visible evidence of the disposal of garden waste onto the land, except one small Xmas tree. The Clerk checked Land Registry Title Plans, including those of the one house and this land does not belong to the houses nor PC. The Clerk is taking steps to identify the owner (possibly WSCC Highways?). She will report back with her findings.

Cllr Linehan asked to join the Planning Committee. Agreed by all.

Cllr Stillwell reported that there has been a full skip on highways verge on London Road for an exceedingly long time. Clerk to report to WSCC Highways.

Cllr Kearney reported that the Development of 4 homes at the northern end of the village is no longer being advertised as 'Hazelbank'. The Parish Council had objected to the name and had put forward various other suggestions but HDC had not confirmed with her which of these suggestions, if any, the Developer had chosen.

Cllr Moss expressed concern that District Councillor John Blackall had attended most PC meetings, Philip Circus a few and Jack Saheid only once. As elected representatives they have a responsibility to be involved in local matters and to listen to local voters. Cllr Linehan will raise this with the Conservative Association.

Cllr Moss reported more fly tipping down Old London Road. The Clerk had spotted some at East Wolves roundabout and would report both lots to HDC.

194/20 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.

The Clerk confirmed that ALL PC meetings are publicised on the Council's Facebook page and website. Residents had complained in the past that the meeting agendas were only available on the website so the Clerk had introduced a procedure to advertise on Facebook and up to several hundred 'views' were recorded. She had also ensured that agendas were sufficiently informative so that residents could decide whether to attend the meeting or not, particularly in relation to planning and the Neighbourhood Plan.

Councillors were saddened to hear of the death of David Jenkins. David had served as our District Councillor for many years and had helped Ashington greatly in the past especially in planning projects. Sometimes to stop over development, and sometimes to assist in getting planning through for things the village wanted and needed. David had only recently stepped down as a district councillor. A bunch of flowers had been sent to his wife Sandra and she had responded with a kind note.

ACCT has asked to use the PC Zoom subscription for occasional meetings in the future, with the Clerk acting as 'host'. Agreed by all.

PLANNING

195/20 Neighbourhood Planning Update

Regulation 16 consultation was conducted by HDC and they are currently collating the responses received.

Cllr Woolley was muted and took no part in discussions on this item.

196/20 HDC Local Plan Review Update

The Local Plan is still being worked on. Parish Councillors will have seen in the Press that the Government are proposing reforms to the Planning System and this could mean that significantly more new homes than previously thought by HDC could be coming to our District. A white paper 'Planning for the Future' is open for a 12-week consultation running from 6 August to 29 October 2020. The key headlines are as follows:

- Local Plans will be required to zone land in different categories:
 - Growth Areas suitable for substantial development (Note: 'Substantial' is not defined)
 - Renewal areas suitable for development
 - Areas that are protected (this will include designations such as the High Weald AONB, South Downs National Park and land at risk of flooding)

- Sufficient land to be allocated to meet housing requirements calculated in a revised standard housing methodology (see further information below)
- No five-year land supply test but continue with three year housing delivery test
- Local level policies for development management to be replaced by standardised national policies – most likely in an updated NPPF
- Land allocated for growth would be supported by ‘development criteria’ and design codes
- The layout and format of Local Plans will be required to be in a set digital format to enable a strategic national map of planning to be created. There is also an emphasis on digital methods of plan consultation.
- Current Local Plan assessments such as Strategic Environmental Assessments will be replaced by a ‘simplified process for assessing the environmental impact of plans, which would continue to satisfy UK law and treaties’
- A commitment to retaining neighbourhood plans but potential to change their focus / ability to focus on street level. Reading between the lines it seems that the Local Planners ie HDC will allocate land for growth (new homes) rather than the Neighbourhood Plan being able to allocate specific sites. The Neighbourhood Plan could simply be focused on the design/layout of new developments rather than location. There will also be a reduction in resident’s opportunities to ‘have their say’ and get involved in planning via Neighbourhood Plans.
- The timescale for Local Plan preparation is set at 30 months (2.5 years) from the point where revised legislation is enacted – we do not know when this will be but envisage it could be in place next summer)
- The mechanism of funding infrastructure will be changed – replacing Section 106 and CIL with a single fixed levy

In addition to the White Paper, the government have also published a linked consultation “Changes to the current planning system”. This consultation runs from 6 August – 1 October 2020 (8 weeks). This sets out a number of proposed changes which will be introduced **in advance** of the legislative changes that would be required to enact the changes in the white paper.

The most significant changes are

- temporary increase of the threshold at which affordable housing can be sought (currently 10 homes) up to 40 / 50 homes.
- A change to the standard housing methodology calculation. The new methodology results in a housing requirement for Horsham District of 1,715 homes each year. HDC’s current Local Plan, the HDPF, has a housing target of 800 homes per year and the existing standard methodology calculation is 920 homes per year for Horsham District. These changes have not as yet been enacted – therefore HDC’s current target remains at 800, rising to 920 in November this year.

These proposals are not part of legislation as yet and are subject to change following the consultation.

Cllr Linehan reported that Andrew Griffiths MP and some other conservative MP’s have concerns over significant flaws in the methodology calculation and will be standing against the White Paper. Cllr Moss expressed concern that the reforms seem to favour the larger Developers and highlight a vacuum between local needs and housing delivery. In addition, they take no account of the negative impact on employment at Gatwick Airport from the Covid pandemic

Councillors agreed that the Clerk prepare an Objection response to both consultations. The Chairman suggested that Councillors could also submit their own individual responses.

Cllr Woolley was readmitted to the meeting.

197/20 Minutes of the Planning Meetings held on July 29th & August 26th, 2020

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

198/20 Planning Applications –

DC/20/1577 Conversion of loft space over double garage to create guest accommodation - Woods Cottage Muttons Lane. The Council has no Objections.

FINANCE

199/20 Correspondence –

Neighbourhood Plan Grant - in 2018 the Clerk secured a Grant of £9k from Groundwork UK towards Neighbourhood Plan costs. She completed the End of Grant paperwork recently and reports that all the grant has been spent (£9342.67) so no unspent grant will be paid back.

Request from Age UK for a donation of £100 towards their 'Bags of Support' campaign (supply of masks, hand sanitiser etc for elderly people to encourage them out of their homes). The Clerk reminded Councillors that there is no grants budget. Not agreed (the Chairman abstained from voting).

The Clerk reports that:

- a) The quarterly bank reconciliation for 30th June has been prepared and was approved by the Chairman.
- b) The quarterly budget report for 30th June shows that there are no areas of overspend.

200/20 Expenditure (Appendix 3)

It was resolved that the schedule of invoices for payment totalling £8,790.83 for September 2020 be approved. Agreed by all.

FOR INFORMATION ONLY:

201/20 Neighbourhood Wardens Report (Appendix 1)

202/20 Youth Worker Report (Appendix 2) – none.

Cllr Ball had spoken to the Youth Worker and she will circulate a summary of their discussion by email.

203/20 Report from District Councillors - none

204/20 Correspondence received for Information –

1. HALC Meeting minutes 15th July 2020
2. Shipley Parish Neighbourhood Plan Decision Statement – the Plan has been approved by the Inspector
3. Gatwick Airport Update August 2020 & Restructuring update
4. SSALC – WSALC are reviewing the service provided by SSALC and may potentially split from SSALC. More details in due course.
5. Letter from Simon Clarke MP, Minister for Regional Growth and Local Government at MHCLG which contains specific guidance regarding Local Authority meetings

PLANNING

205/20 Planning Correspondence – none

206/20 New Enforcement Allegations – none

207/20 Horsham District Council Decisions

Approvals –

DC/20/0829 Retrospective application for the erection of a single storey side extension - 9 Posthorses

DC/20/1000 Demolition of existing conservatory and erection of a two storey and ground floor side extension and first floor front extension - 22 Willow Way

DC/20/1032 Erection of a single storey rear extension with balcony over, relocation of a first floor dormer and associated internal works - Jesters Mill Lane

DC/20/1046 Erection of a garage with a shallow pitched roof - 30 The Sands

Refusals - none

Withdrawals – none

Prior Notifications -

DC/20/1382 Prior notification for the erection of a secured building to store agricultural equipment, tractor and digger - Winstons Farm Muttons Lane

DC/20/1501 Tel Notification (28 days) Install 1 x 8m wooden pole - Church Lane

Appeals – none

FINANCE

208/20 **Income** – none

209/20 **ITEMS SUSPENDED AND CARRIED FORWARD:**

Defibrillator Working Party – Councillors will review project progress and try to resume it.

AGM Business

210/20 **Date of Next meetings**

Planning Committee meeting: **7:30pm on Wednesday 16th September 2020**

Parish Council: **7:45pm on Thursday 1st October 2020**

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

Meeting closed at 9.10pm

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

July 2020 – Ashington

Patrol hours TOTAL:	71.5	ASB incidents TOTAL:	
Foot (high visibility)	36.5	Noise	1
Vehicle	35	Neighbours	1
Notices/warnings TOTAL:	1	Driving/vehicles	2
Fixed Penalty Notice	0	Bikes	0
Yellow card warning	0	Alcohol/drugs	0
Community Protection Warning/Notice	1	Public order	0
Parking alert	0	Clear up/disposal reports TOTAL:	
Police reports TOTAL:		Fly tipping / flyposting	1
Phone (including 101 and 999)	0	Graffiti	2
Email	3	Dog fouling	4
Intelligence report	0	Litter	2
E-CINS (multi-agency reporting)	0	Drug litter	0
Verbal	0	Hazards	1
Admin	35	Community events attended	0
Visits to vulnerable people (all ages)	6	School contact/engagement	0
Signposting	0	Reports to DVLA	1
Safeguarding referral	0	Reports to Operation Crackdown	0

ASB/crime/criminal damage

Following the issues we have had with youths congregating in their vehicles at the scout hut car park we have been able to issue a Community Protection Warning to a member of the group following behaviour witnessed in person and on CCTV. This has been effective in reducing the problem in the area, we have also visited the residents along church lane who agree that the problem has improved.

We received a complaint around noise coming from Rectory Lane, we have delivered an ASB diary for the resident to record the problem.

We received a complaint around trespass and damage to a local plant nursery. It was reported to the police and we increased our patrols to the area.

Received a report of a vehicle being egged, we are currently working with the victim and the police on this matter.

Parking/vehicles

Reported a Vehicle to DVLA that is parked in Fairfield Way but the vehicle is SORN.

Fly tipping/littering/graffiti

Reported a fallen tree on the footpath between Chanctonbury Nursery and the back of Blakiston Close, WSCC have respond and said they will look into the matter.

Reported fly tipping along Old London Road which has since been removed.

Reported Graffiti in the youth Shelter at the skate park.

Community engagement/events/meetings

We are having continual updates from ACCT on how things are opening up again post lockdown.

Patrols (foot/visible and car)

We have covered the whole parish this month on foot and in the vehicle.

Elderly and youth

We have continued to write and deliver our Lockdown Newsletters to some of our elderly residents, we have reduced it down to once a fortnight now, but it means we are still able to welfare check many of them as we deliver. They are well received and many of our residents appreciate a friendly face to say hello.

Received a report from the HDC Refuse Collector that a bin had been placed up in the Basketball hoop on the recreation ground. Watching CCTV we were able to identify the young people who put it up there and got an apology from all those involved.

Licensing

Nothing to Report.

Dog related issues

We have received several complaints this month around dog fouling especially along the footpath that runs parallel with A24. Following these reports we have been around the village with temporary spray paint highlighting the dog poo, a big thank you to those dog owners in the village who do bag it and bin it. Please note there are numerous bins around the bagged dog poo can go into so there is no excuse.

Received a report of 2 dogs loose on Billingshurst Road, thankfully the person who found them managed to track the owner down.

Cycling

We received reports around the safety of children on bikes around the village. Concerns were around the speed they were cycling on pavements and playing in the roads on their bikes. We are looking into running events around cycle safety aimed at primary school children.

Parish specific/other

Nothing to Report.

Appendix 2 – Youth Worker Report

None

Appendix 3 – Expenditure

Karen Dare	Home office (August)	£20.00
	Land Registry search fees	£6.00
	Weedkiller for play areas	£25.99
	Mobile Phone top-up	£10.00
Mark Adsett	Landscape Gardening (July)	£587.50
	Hanging Basket watering	£325.00
Ashington PCC	Invoice YW-2020-08 (August)	£1,083.33
WSCC	Salaries and Costs (August)*	£2,092.23
EcomSolutions Ltd	Website hosting & emails	£115.20
Inca Creative Print Ltd	Play area inspection books	£232.00
N. Spiers	Flowers - D. Jenkins	£30.00
UK Power Networks	Green Shed disconnection	£796.80
UK Power Networks	Green Shed reconnection	£3,039.60
Horsham District Council	Litter & dog bin emptying	£427.18
		£8,790.83

All to be paid by Bank Transfer

*includes overtime as previously agreed in July (Minute 173/20)

Appendix 4

Funds held by the Parish Council on behalf of others (as at 31st December 2019):

Ashington Rangers £724.01

Ashington Residents Association £615.85