



Ashington Parish Council

Minutes of the meeting held on Thursday 12th January 2017 at 7.45 p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors: J. Stillwell (Chairman) N. Spiers (Vice-Chairman), S. Ball, S. Cox, L. di Castiglione, R. Strudwick, K. Wood, M. Woolley,

Parish Clerk: Celia Price

**District Councillors: J. Blackall
13 members of the public**

The Chairman reminded members of the public the requirement that they limit their participation to the Public Adjournment sections 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.

001/17 APOLOGIES

CLRs - T. Currell, T. Kearney and G. MacPherson. County Councillor - Philip Circus. District Councillor - David Jenkins. Warden - J. Jeffrey.

002/17 DECLARATION OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand. Cllr Cox declared an interest in planning application DC/16/2497

003/17 APPROVAL OF MINUTES

The minutes of the meeting dated 1st December 2016 were approved as a true record and signed by the Chairman. Proposed by Cllr Strudwick, seconded by Cllr Spiers and agreed by all.

004/17 NEIGHBOURHOOD WARDENS

Neighbourhood Wardens Report (Appendix 1)

The Chair gave an overview of the Warden's report.

005/17 Youth Worker Report (Appendix 3)

The Clerk gave an overview of the Youth Worker's report.

006/17 YOUNG PERSONS ADJOURNMENT

None Present

007/17 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

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Cllr Circus sent his apologies but forwarded a letter from the Department for Communities and Local Government, the Clerk gave a summary, highlighting that it appears that WSCC may be acting unlawfully with regard to charging for DIY waste.

ACTION: The Clerk to write to WSCC requesting they reconsider the latest changes.

Cllr Blackall, reiterated that HDC had strongly opposed the changes and WSCC received more complaints and comments during this consultation than any other but went ahead anyway.

Cllr Blackall reported that car park charges for the area will like they will come into force from 3rd April. Revenue received will be used to maintain carparks and employ enforcement officers (currently there is no income stream or budget for the maintenance of rural carparks and they are therefore falling into bad repair). Households will be charged £12 per year for the first permit and £6 per year for any subsequent permits. Each permit will be allocated to a specific vehicle so they cannot be moved from one to another. A separate arrangement will be made for long stay users.

Concerns were raised by members of the public and Parish Councillors. Cllr Blackall responded where appropriate.

- Will disabled badge owners need a permit? The understanding is blue badge holders will not need a permit.
- How will the logistics work? It sounds very expensive. There is an existing system in place at HDC so will merely be extended.
- Will Enforcement Officers be able to be 'loaned' to villages with parking problems that do not have car parks? Hopefully.
- Local shopping will be affected.
- Rural car parks are pretty much at capacity, you could end up buying a permit and still having nowhere to park.
- Will there be a facility to pay on an ad-hoc basis? Yes, there will be pay and display machines, likely only to take card payments. 75p per hour.
- It's outrageous that people will now have to pay to park when attending the Doctors, especially as there are a lot of parking issues in Storrington already as there are temporary buildings in the car-park for the Glebe Surgery.
- Surely, it would be a less painful transition to have a permit per household rather than per vehicle.

ACTIONS OUTSTANDING

008/17 Highways

- a) The Billingshurst Road VAS sign has been installed. A member of the public contacted the Clerk prior to the meeting asking if the 'Slow Down, Bend' sign is going to be sufficient. Councillors discussed and agreed this was better than no sign. Safety Officers advised WSCC that this is more effective than a speed limit sign, we should therefore accept the expert's recommendation.
- b) Rectory Lane tree works have been carried out at the request of Highways as high sided vehicles have been hitting the trees. Unfortunately, the work carried out has been drastic but as the trees did not have any TPOs or restrictions it was completely within the rights of the landowner to carry out any work seen fit. Both WSCC Highways and HDC Tree department were contacted for advice.
- c) Old London Road – Action carried forward for the Clerk to contact residents and Highways for advice as access is being blocked by residents due to parked lorries and vehicles turning the wrong way when they leave the BP garage. BP have agreed to provide and install a CCTV camera and it is hoped that this will help deter and reduce problems. Unfortunately, there were problems with

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the installation which was expected to take place by the end of December, it is hoped these issues will soon be rectified.

- d) BP Signage – Legal agreement is near completion and this is expected to be finalised by the end of February and it is hoped permanent signs will be erected soon afterwards.

009/17 Youth Worker / Warden review

The working party met on 6th December and a recommendation has been forwarded to all Councillors prior to the meeting. This was agreed by all. Cllr Stillwell, Cllr Spiers and the Clerk will communicate this to Ashington PCC when they attend the annual review later this month.

Warden interviews took place on 15th December. Cllr Stillwell and Cllr Ball attended. The position was offered and has been accepted, references are awaited and on receipt a start date can be confirmed.

010/17 Mill Lane Culvert

Nothing new to report.

CORRESPONDENCE

011/17 For action:

- 2017/18 Parish Council meetings calendar was distributed prior to the meeting.

012/17 For information:

The following were distributed to Councillors prior to the meeting for information.

- a) NALC DIS and Funding Bulletin
- b) SALC January Newsletter
- c) Watch Out December 2016
- d) LCR Magazine
- e) West Sussex Waste News
- f) Sussex Police Consultation reminder
- g) Parish Online December Newsletter
- h) SLCC News Bulletin
- i) WSCC County News
- j) S106 Fund communication
- k) Correspondence advising of the problem of phosphate in water
- l) NALC bulletin
- m) Copy of letter to Minister of Housing from HDC re: Neighbourhood Planning and barriers to delivery
- n) Your London Gatwick Policy on Handling Aircraft Noise Complaints
- o) NALC correspondence regarding the extension of council tax referendum principles
- p) Clerks and Councils Direct Magazine

013/17 PUBLIC ADJOURNMENT

The Chairman invited questions and comments from the public and the following was raised

- Concerns over safety of the junction at the end of the north bound slip road approaching the village. The 'give way' road markings have been erased and vehicles are trying to merge with the traffic rather than respond as a junction.

The Clerk will report this to WSCC Highways and advised all present that any highways issue can be raised by anyone on the Love West Sussex website to via their app.

- There were 9 residents present with strong objections regarding DC/16/2497, these include loss of parking, dangerous for residents to have more vehicles on the close which is already at

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capacity and where children and elderly are present. There were also questions raised regarding land ownership and covenants.

The Parish Council will consider these comments when the item is discussed later in the Agenda, however, made everyone aware that it is limited as to the comments that can be made. Highways will comment on road safety and access and the legal department will investigate land ownership queries. Ultimately, HDC decide on planning applications with the Parish Council being a consultee.

- The parking along London Road on the grass verge outside the 'White Cottage' is causing a lot of damage and is very unsightly. Is there anything that can be done?

Councillors agreed that the Clerk should approach WSCC Highways to request a licence to install bollards.

- A representative from ACCT advised that an application for further S106 money will be applied for to install a pipe and cover the ditch along the edge of the recreation ground. This should also help solve the rat problem permanently. It is hoped the Parish Council will give their support of this application.

Councillors requested further information for discussion at a later date.

- Why are Southern Water putting such a large pipe in along Rectory Lane? Is there some development going on that nobody is aware of yet?

The Clerk will investigate.

The Chairman thanked residents for their comments and closed the public adjournment.

014/17 PLANNING.

The draft minutes were amended to make it clear that application DC/16/2392 is an application for listed building consent alterations. The amended minutes of the meeting held on 14th December were agreed as a true record proposed by Cllr Woolley seconded by Cllr Wood and signed by the Chairman.

015/17 Correspondence for action

- a) Request from the owners of Post Horses House to extend the permission previously granted by the Parish Council regarding access for deliveries and placement of scaffolding on Parish Council Land. Councillors were forwarded the request prior to the meeting. Delays have mainly been caused because of access problems.

Councillors unanimously agreed and are very sympathetic to the problems encountered to date.

Following numerous complaints and observations by many Councillors, the Clerk will write to the Post Horses and express concerns regarding safety caused by their untidy site as well as access issues caused by their works.

016/17 Correspondence for Information

- a) The developer has agreed 'Swan Close' as the new name for the Hoots House development.

017/17 Neighbourhood Plan update

The NHPlan Clerk & Tiena Currell met with HDC's new Neighbourhood Planning Officer on 9th January to review progress to date. A report & actions will be issued in due course.

Prior to the meeting the NHPlan had finalised the detailed village survey and had completed Part 1 site assessment works. These were checked with HDC as was the current status of Neighbourhood Plans (following the recent Henfield issue).

The Steering Group estimates that the cost of the detailed village survey will be £2500 (printing, distribution, advertising, prizes etc) and asks the PC to approve expenditure on this item. More detailed costs will be known after the HDC meeting. Councillors all agreed to the expenditure.

Once completed, the survey results will be written up into a State of the Parish report which will be made available for Developers to see and use to put Part 2 development proposals to the NHPlan.

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As a point of interest, to date, the only Neighbourhood Plan that has been adopted in the area is for Nuthurst.

Cllr Ball tabled a vote of thanks to Karen Dare (NP Clerk) who is doing far in excess of her paid hours and to Cllr Currell for all the work she is doing on a voluntary basis.

018/17 Amendments

None

019/17 Applications

Cllr Cox left the meeting

DC/16/2497 – Eglantine Cottage, 22 Church Lane

New detached garage with driveway and new gated access to the Property from Ashdene Gardens

The application was discussed and comments from the residents made in the public adjournment considered. All agreed that comments to HDC should include the concerns raised.

Cllr Cox returned to the meeting.

DC/16/2643 – Carbank, East Wolves Farm

To install spray painting booths in existing building. The facility will be used for preparing and painting accident damaged motor cars and light vans.

Councillors discussed the application and raised concerns regarding the environmental impact on this rural location. Concerns were also expressed regarding chemical omissions released from spray paint which could also have a potential impact to the near residential neighbours. The Clerk will comment on the application accordingly on behalf of the PC.

DC/16/2851 – Land North Baden House, London Road

Application for approval of reserved matters following outline approval for a detached 2 bedroom dwelling.

Plans were reviewed and discussed and there were no objections, however the Parish Council will make note that any fencing/hedging and landscaping is in keeping to maintain the street scene.

Horsham District Council

020/17 Approvals

None

021/17 Refusals

None

022/17 Withdrawals

None

023/17 Appeals made/ decisions

DC/14/1695 Land South of Ashington House

Appeal withdrawn.

024/17 FINANCE

The Finance Committee met on 16th November and Councillors have been provided with a copy of the draft minutes. Approval of the minutes is carried forward as there were not enough Finance committee members present to approve the minutes at this meeting.

025/17 Correspondence for action

a) Precept 2017/18

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The RFO reports that the Precept request from the PC to HDC should be £97260 - as per the agreed preliminary budget, finance committee and PC agreement in Nov/Dec. The PC will receive an additional £328 in grant from HDC (this is NOT part of the Precept). This grant will likely disappear next year.

At the meeting on 16th November the Finance Committee discussed ways of funding likely cost increases for existing services as well as additional budget needs. All agreed to cut back on existing budgets where possible. The Planning Consultant budget of £2.5k and £1k Grants budget were removed. There were no other possibilities to cut back expenditure and increase in precept was agreed.

Councillors should remember that the PC asks for a Precept amount from HDC, not a percentage rise. Any percentage figures are indicative only. Each year HDC provides every parish with a 'divisor' figure - this is a figure that takes into consideration the number of properties in each parish, what Council Tax Band they are in, how many properties may be paying reduced Council Tax, new build properties etc. The 'divisor' is different for each Parish and changes each year. There may be some years when HDC receives a larger amount of Council Tax than it gives the Parish (new build properties becoming occupied), however, there will also be years when it receives less but must still pay the Parish the full amount. I would expect HDC to have some sort of 'reserve funds' built up to cope with the ups and downs.

All agreed for the RFO to send the precept request to HDC

Councillors discussed communicating the precept increase to residents. All agreed this should be done at the earliest opportunity via the website, Facebook page, noticeboards and the village newsletter. The RFO will be asked to draft a few words for approval via email from Councillors before publication.

026/17 Income

None

027/17 Expenditure

Month	Payee	Description	Amount	Cheque Number
Jan-17	Came & Co Mrs Celia Price	Insurance renewal (see minutes Dec 16 - chq date 14/12)	1132.53	1828
		Home Office - December 2016	10.00	
		Telephone	7.00	
		Mobile Phone Top Up	10.00	
		Stamps	14.28	
		Ink cartridges and stationery	41.47	
		Total	82.75	
	Mrs Karen Dare	Home Office - December 2016	5.00	1830
		Travel Expenses	12.00	
			17.00	
	Mark Adsett	Landscape Gardening (Dec 2016)	508.33	1831
		Tree works as agreed at Oct PC Meeting (estimate 025)	350.00	
			858.33	
	Ashington PCC Ashington Community Trust	Invoice: YW-201612 Youth Worker (Dec 2016)	1083.33	1832
		Inv: 411339 Hire of MR2 (Finance Meeting) 16/11/16	8.00	
		Inv: 411328 Hire of MR2 (NP) 25/10/16	16.00	
		Inv: 411354 Hire of MR2 (NP) 12/12/16	16.00	

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		Total	<u>40.00</u>	1833
WSSC	Invoice: 8001195934 Salaries and Costs (November 2016)		1314.88	
	Invoice: 8001198037 Payroll Admin Charges (Oct 16 - Mar 17)		<u>87.84</u>	
		Total	<u>1402.72</u>	1834
WSSC	Salaries and Costs (December 2016)		1991.74	1835
DS Newland	Invoice: 2224 Playground works (see minutes July 2016)		478.00	1836
Horsham District Council	Invoice: 5857929-emptying of litter and dog bins (Jan -Mar 17)		305.50	1837
Public Works Loan	PWLB reference 123 07040		<u>3110.12</u>	BACS 23/1
January 2017 Total expenditure			<u>10502.02</u>	

It was resolved that the schedule of payments shown above be approved for payment. Agreed by all.

028/17 MEETINGS

CLlr Stillwell, Cllr Woolley, Cllr di Castiglione, Cllr Currell and the Clerk attend the Warden/Youth working party meeting on 6th December.

Cllr Currell, Cllr McPherson and Cllr Spiers attended the NP Steering Group meeting on 12th December.

Cllr Currell and the NP Clerk met with HDC NP Officer on 9th January.

Cllr Stillwell, Cllr Spiers and the Clerk attended the Youth Worker Partnership meeting on 10th January.

029/17 MINOR MATTERS RAISED BY COUNCILLORS

- Cllr Strudwick asked about parking arrangements for the new houses along Rectory Lane.

The Clerk will check the plans and report back.

- Cllr Strudwick commented on the subsidence on the A24 southbound carriage near the Hole Street junction.

The Clerk advised this has been reported to Highways, they have acknowledged work needs to be done but cannot give a date as they need the appropriate licences to close part of the carriage way to carry out the work. The Clerk will continue to chase.

- Cllr Ball asked for confirmation that the snack wagon agreement had been finalised.

The Clerk reported this is ready to send back but has not yet had official confirmation regarding parking arrangements.

- Cllr Ball advised that she has still not been invited to a Youth Club committee meeting and suspects this has taken place without her knowledge so she was unable to attend.

The Clerk will follow this up with the Youth Club committee.

- The Chair reported that the Christmas lights in the village looked great this year. Some residents had made a huge effort and she would like this added to a future agenda for discussion with regard to the possibility of presenting an annual award to the best street. This could possibly be part of an annual community awards event.
- The Chair advised that she has received complaints about noise nuisance from the nursery in London Road.

The Parish Council is unable to assist other than to encourage mediation. The Chair will communicate this.

- Cllr Wood reported highways issues caused by the industrial estate at Washington. Large vehicles heading north bound come off the A24 at the south end of the village expecting to be

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able to turn and re-join the southbound carriageway to find that they cannot get under the bridge. This results in large heavy vehicles having to drive through the village to the northern end where they can join the southbound A24. There are also issues with large vehicles at slip road by the Monza garage as to be able to turn right they go in the left hand lane causing problems to other road users already turning right using the correct lane.

The Clerk will discuss with WSCC Highways

The next Parish Council will be held at **7:45pm on Thursday 2nd February 2017 at Ashington School, Foster Lane**. Councillors are reminded that Code of conduct training will take place prior to this meeting and the Clerk will confirm timings.

The meeting closed at 9:20 pm

Signed.....

Dated.....

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Appendix 1
WARDEN REPORT DECEMBER 2016

Please see a very brief report for December due to me being on Annual Leave for two weeks in December.

May I take this opportunity to wish you all a Happy New Year?

ANTI SOCIAL BEHAVIOUR

There have been several reports again this month of youth knocking resident's doors and running off. This has caused some distress to those residents concerned. I have had a meeting with the ASB Team who are based at Horsham Police Station. Following this meeting it has been decided that letters will be sent to the youth concerned regarding their behaviour. I continue to work closely with the youth concerned and will be working with them one to one to help with any issues that are bothering them in their everyday life. I will be signposting to relevant agencies who may be able to help further.

I continue to work on a daily basis with those offenders who are causing issues across the village. We are trying to integrate some back into the community whilst others we are just offering advice and guidance to circumstances they find themselves in. By educating and offering support we are hoping to stop them re offending with ASB issues within the village.

The Hot spot areas are Community Centre and Church Lane (area by youth club), The Sands. I will add these areas to my directed patrols

We have been reminding all residents who are a victim of Anti-Social Behaviour to report to the Police non-emergency 101 number or 999 if it is an emergency. This needs to be done by all concerned as it will record data. This then forms a picture of what the offender/s are doing across the village with their anti-social behaviour.

DOG FOUL

Hot spot areas for dog foul are Old London Road, Rectory Lane, Hillcrest Drive and recreation ground, Church lane and Fairfield Road. I will be doing high viz dog foul patrols in these areas.

PARKING

It has once again a busy month for parking issues. Across the whole village has been a problem with vehicles parking blocking driveways, making access difficult to some roads.

I have received complaints of vehicles parking on pavements making it difficult for pedestrians to use path. I will be visiting parking offenders and asking that they park in a more considerate manner.

Another complaint has been vehicles parking on the grass verges in London Road.

ELDERLY/VULNERABLE

I have collated all the accounts for the year for Lunch club, Vintage Tea and Bingo and I am pleased to say that we are able to continue all clubs for the next year. The clubs accounts have all closed with a small amount of profit once all the overheads have been taken out. This is really good news as the clubs is all self-supportive.

Board Games every Monday has proved to be a popular club. I was originally planning to run the club through the winter months to provide somewhere for the elderly/vulnerable to go in the dark winter months. After a discussion with those that attend I may see if it's possible to continue running the club throughout the year.

I am desperately looking for volunteers to take over the running of some of the clubs. Please spread the word. They can contact me for further details. I am looking for someone to do

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accounts for the clubs, set up of furniture, help with serving, organising the raffles, transport, and general help in interacting within the elderly/vulnerable groups.

Christmas Lunch Club was once again a success, thank you to Pat for her beautiful Christmas dinner with all the trimmings. The lunch was enjoyed by all and it was followed with life entertainment. We all had a good old sing along.

We also had our Christmas outing to Round stone Garden Centre where we could do Christmas shopping followed by a three course meal at the local pub. Everyone enjoyed the day and we are already making plans to do the same next year.

We also went to Bognor for a Christmas shopping day. This allows the elderly/vulnerable group to get what they need for Christmas.

The pantomime trip to Bognor was a success, everyone enjoyed the day.

I am working closely with community partnership support office at Horsham District Council to plan a leaflet advertising all clubs and services available in Ashington. Hopefully once finished we can advertise and distribute the leaflet across the village for resident's information on what is available.

I will be designing posters for all clubs and will be placing these in the noticeboards across the village.

WARDEN

I am pleased to announce that a new warden will be joining me hopefully the beginning of February. We have been very fortunate in recruiting Bryony who you may have known as the local PCSO. She will be leaving the Police to join us.

Appendix 2

Horsham District Monthly update is on the Parish Council website www.ashingtonpc.org.uk

Appendix 3

Youth Worker Report

Senior Youth Worker's report - January 2017 - Main Headlines & Highlights

Team time, looking back & looking ahead to spring term

- = We started the term by gathering our volunteer team of youth leaders for what we have envisioned being a termly 'Team Time'. This follows the the mantra of a happy team will be a more effective team.**
- = Our team were particularly encouraged by:**
- = Increased attendance. Across all sessions, consistently higher number of young people engaging with AYC sessions.**
 - **Much** higher number of year 6's joining **than in previous autumn terms.**
 - **Positive feedback and ongoing relationships with parents & guardians.**
 - Increased level of engagement with session activities. **With the introduction of session calendars, young people are more aware of what is going on and coming up next.**
 - **Young people taking on informal 'young leaders' roles within sessions, encouraging the growth of positive and active culture within the youth club.**
 - Seeing young people leave the youth club, **and enter the work place as an adult. This really falls in line with our vision is that we want to see our young people be**

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equipped to enter adult life with all they need to thrive. Around the community, there are a number of young people who grew up engaged with the youth club and are now taking the next steps into adult life.

- = There was a strong agreement concerning desires to engage our young people from the club with youth clubs in the surrounding area through inter youth club sporting events. Through my networking, I am aware that this is a sentiment shared by many local youth leaders, so look forward to proposing and working on these ideas with local youth workers in the coming months.
- = Looking ahead, our sessions continue to be structured in a way as to expose young people to new skills, activities and ideas while opening up opportunities for us to discuss and tackle pertinent issues within youth culture. Members of the public, like young people can always find details of sessions available on the AYC notice board, located on the front door.

Further Training, Development & Networking

- = My desire is to equip myself and our team of volunteer leaders so there are no barriers for us in providing the best possible level of youth work in our community.
- = The common theme which arose during our 'team time' amongst our youth team was both the desire and need to acquire specific training in situational behaviour management to be equipped to diffuse potentially volatile situations.
- = One of the core goals is for Ashington Youth Club to be a social hub for young people which means it being a safe, welcoming and pleasant place for young people to use and enjoy.
- = My networking with other local youth workers and providers will continue including attending a meeting with local youth workers from the Horsham area on January 12th.

Further Youth Provisions in Ashington

- = I'm delighted to report that through working with the youth department of West Sussex County Council, I've been able to secure the 'Snack Wagon' project to come to Ashington on Tuesday nights, 7-9pm.
- = This service will commence on January 17th. This will mean as well as local sporting and activity clubs, there will be 4 nights a week of open access youth provision in Ashington.
- = We hope to be able to work with the ACCT to allow this project to be situated in the Community Centre car park on Tuesday evenings.
- = Although this is led by a WSCC Youth Worker, this will also be supported by a number of local volunteers on a weekly basis.
- = The 'Snack Wagon' works to engage young people with current issues amongst youth culture by providing a space to get warm food and beverages.

9.1.17 - Paddy Donovan, Senior Youth Worker

Appendix 4

Funds held by the Parish Council on behalf of others

First Responders	£ 2941.73
Bingo Club	£ 264.19

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