



Ashington Parish Council

Minutes of the meeting held on 2nd June 2011 at 7.45 p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors M. Woolley (Chairman), K. Wood, R. Brennan, J. Stillwell, R. Strudwick, T. Kearney, N. Clark, B. Norton,
Parish Clerk Karen Dare
County Councillor Frank Wilkinson
Neighbourhood Warden Peter Newell
PCSO Hannah Venus
Two members of the public

187/11 APOLOGIES AND REASONS FOR ABSENCE

Cllr Doreen Harbour – attending a Councillor Training event in Billingshurst, Cllr Carver, Cllr Lancaster & District Councillor Roger Arthur (all holiday).

188/11 DECLARATIONS OF INTERESTS

The Chairman declared a personal prejudicial interest in Minute 199/11 (bridleway link). The Chairman reminded Councillors that previous declarations still stand.

189/11 APPROVAL OF MINUTES

The Minutes of the meetings held on the 5th & 19th May 2011 were approved as a true record and signed by the Chairman. Proposed by Councillor Brennan and seconded by Councillor Clark, and agreed.

190/11 REPORT FROM THE NEIGHBOURHOOD WARDENS

There had been an increase in crime across the Horsham District. Incidents in Ashington included a vehicle being broken into overnight and theft from a vehicle.

The Junior Wardens had used SID along London Road and were undertaking an 'Environmental Audit' looking for issues such as dirty bus stops, broken road signs etc. The results will be presented to the Parish Council by the Junior Wardens.

The Chairman thanked the Warden for his report.

The Chairman reported that Neighbourhood warden Paul Sweeney has resigned his position for personal reasons. HDC has moved Street Scene Warden Jayne Jeffrey into the vacant Ashington position. She is a very experienced Warden and HDC consider that she will work well with Peter Newell. The Chairman & Cllr Stillwell had met with HDC to discuss this issue and had agreed that Jayne would attend the next meeting between HDC, Wardens and the Parish Council on 7th June in order to meet Parish Council representatives. There is significant benefit to the Parish in having a Street Scene Warden take over as Neighbourhood Warden – no additional training is necessary, there is no gap in Warden service, familiarity with the role etc.

At the same meeting the issue of the Wardens vehicle being parked at HDC instead of Ashington was discussed. HDC confirmed that the Wardens shift did not include the travelling time from Horsham to Ashington, HDC pay for the fuel costs of the vehicle and parking the vehicle in the village overnight may not act as a deterrent (cold engine, frosty windows etc). Therefore, there is no cost to the Parish to have the vehicle parked at HDC overnight. It had been agreed that the vehicle be parked at HDC overnight and the situation be reviewed regularly.

Monthly Wardens reports had also been discussed and it had been agreed that the Clerk be given access to the Wardens detailed daily action log so that she can respond to any enquiries from members of the public. Wardens actions would be reported at monthly Parish Council meetings.

It had also been agreed that any changes to the Wardens rotas eg holiday, sickness be reported to the Clerk

It had also been agreed that the Parish Clerk attend Wardens meetings, keep track of agreed action points and communicate to the Parish Council and HDC. The Clerk would be able to chase up any actions not completed.

Neil Worth (HDC) was preparing a new Service Level Agreement based upon a Police document and would present it as a formal agreement for the Parish Council to sign. This document could be made available for other Parish Councils if they wished to establish a Warden Scheme.

The Chairman asked if members of the public had any questions for the Wardens:

1. Would a female Warden be able to work alone on late shifts? For the first few months the new Warden would work the same shifts as Peter Newell to become familiar with the role. The Warden was fully trained and would use her experience to withdraw from potentially dangerous situations. Generally the Wardens are paired up for late night shifts and often a Warden is on duty in Steyning and could be called upon to assist if necessary.
2. Could the Wardens be on duty later in the evenings in the summer as this is when a lot of the problems occur? The Wardens operate a mix of daytime &

evening shifts as they undertake a lot of roles and not just dealing with anti-social behaviour. They usually work late shifts Thursday, Friday and Saturday as these are recognised to be the most likely problem times.

3. Villagers think that the Wardens are a security service and that people should call the Wardens and not the Police if incidents occur. It was agreed that a Newsletter article detailing the Wardens activities should be produced.
4. Villagers never/rarely see the Wardens out and about the village. The Warden and PCSO assured those present that they regularly patrol the village on foot. It was suggested that the Wardens make their presence known to various 'key' members of the community so that the message goes round the village that they are on duty. The Warden suggested that he could hold a 'Wardens Surgery' where villagers could drop in and speak to him. Agreed by all.

The Chairman thanked the members of the public for their comments.

Hannah Venus (PCSO) reported:

Crime – copper piping had been stolen off a van in London Road, satellite navigation system was stolen from a vehicle in Viney Close and money had been stolen from a vehicle in Fairfield Way.

Anti-social behaviour – a s59 warning had been issued to a motorbike owner who had been caught riding on the pavement between Meiros Way & Covert Mead. If this behaviour happens again within the next 12months then the Police can seize the motorbike. A s59 warning had also been issued to a moped L plate rider as he was caught with a passenger on the back.

The Chairman thanked the PCSO for her report and attendance at the meeting.

191/11 YOUNG PERSONS ADJOURNEMENT

None present. The Warden confirmed that he had spoken to youngsters about why the Parish Council could not go ahead with the proposed extension to the skatepark and had asked them to come forward with ideas for a 'youth shelter' but as yet nothing had been forthcoming.

192/11 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

County Councillor Frank Wilkinson reported:

1. He had been working with Cabinet Members and senior planners on the updated WSCC MWDF. WSCC are required by Government to produce a Waste Plan to 2031 and had undertaken extensive work on a draft document. They had looked at capacity, location etc of existing sites, future waste projections and current planning permissions and had concluded:
 - a. There would be no need for new landfill sites in the County
 - b. There is sufficient composting capacity across the County and no new compost sites are needed. WSCC had, therefore, not included Broadbridge Farm on its shortlist of preferred waste sites in the County.
 - c. A preferred list of 10 waste sites had been put forward by WSCC and these would be consulted upon in the coming months.

This would not prevent planning applications for waste sites not on the preferred list, however, these would not comply with the new WSCC Waste Plan and therefore WSCC may not support the planning applications.

County Councillor Wilkinson confirmed that WSCC would not support the importation of household waste into West Sussex from other counties, however, it is possible for commercial waste to be brought into West Sussex from other counties. WSCC would not give planning permission for a new compost site which would take waste from out of the County as there is no need for new compost sites in West Sussex.

2. He had met with the PC, WSCC Education officers and the Parish Council (Minute 217/11)
3. He had spoken to WSCC Highways about the new 30mph speed limit on Billingshurst Road – there are 6 roundels (painted on the road surface), 5 metal signs and 2 notices within the space of @600 yards. Speed monitoring would be carried out by WSCC 6-7 months after a speed limit has been reduced. The Warden reported that they had used SID along the road and many drivers are still speeding, the problem is particularly bad during rush hours. It was suggested that the Police be asked to monitor the area but it was recognised that there are limited resources for this. The Warden agreed that SID could be used more often in this area. The Clerk reminded all present that anyone can report speeding motorists via the Operation Crackdown website and the more issues that are reported for a particular area the more likely it is that the Police will attend.

The Chairman thanked County Councillor Wilkinson for his report.

ACTIONS OUTSTANDING:

D = Minuted but deleted from next agenda.

C/F = Minuted and carried forward to 'Actions Outstanding' on the next agenda.

To list = moved to the list at the end of the minutes until some progress is made

193/11 Item 1 Mill Lane flooding

WSCC has completed the improvement works at the road culvert – built up the culvert wall height, installed a vented manhole cover and dropped the kerb and grass verge opposite the culvert entrance. The Clerk & local resident will monitor water flows during heavy rain to see if these works make a difference. The Parish Council thanked County Councillor Frank Wilkinson for his help in this matter.

It was agreed that the Clerk write to local residents to tell them about the recent improvement works.

No news of the meeting between WSCC/HDC/EA.

KD C/F

194/11 Item 85 Community Action Plan

A list of the projects has been added to the minutes. The Clerk would progress the projects and report progress monthly. **KD C/F**

195/11 Item 213 Parish Council Land

The annual inspection took place on 11th May and a copy of the report had been circulated to Councillors. It was proposed to purchase a long net (with telescopic handle) for £39.95 so that the Wardens can get litter out of Council ponds. Agreed by all. **KD D**

196/11 Item 216 Queens Diamond Jubilee (2-5 June 2012)

It was agreed to establish a Diamond Jubilee Committee comprising Cllrs Stillwell, Brennan, Wood, Parish Clerk and Margaret Alford to discuss a village event and a commemorative sign(s) to celebrate the Diamond Jubilee in 2012. **KD C/F**

197/11 Item 218 East side nature trail

The Clerk met with a handrail company Rep and is waiting to receive a quote. **KD C/F**

198/11 Item 219 Road Improvements?

With new housing developments being planned for Storrington, Thakeham & Ashington (Meiros Farm) the Parish Council considered if any local roads need improvements made using s106 transport funds. Suggestions included: streetlights along Rectory Lane from Meiros Way to Penn Gardens; improving the junction at Meiros Way/Rectory Lane, parking restrictions in village laybys (outside shops). Clerk to pass information to WSCC, Roger Arthur, Frank Wilkinson. **KD D**

CORRESPONDENCE

199/11 For action:

Cllr Woolley left the room and Cllr Clark took over as Chairman

1. Letter from a resident reminding the Parish Council that the 'Bridleway Link' project is still outstanding from the Parish Plan of 2006 and should be included in the list of projects from the Parish Plan 2010. The Parish Council had previously indicated support for the creation of a bridleway link along the footpath from the Parish Church to BW2612. A majority of Councillors re-iterated their support for this project. It was agreed that the Clerk write to WSCC confirm its support in principle but the Parish Council would take no action until WSCC confirmed that all landowners along the proposed route were in agreement with the upgrading of the footpath to a bridleway. **KD D**

Cllr Woolley returned to the meeting and resumed the Chair.

2. WSCC – Potential changes to bus services. WSCC is reducing its financial support to a number of bus services and this could see a reduction in the frequency of the no. 74 service from Ashington to Horsham (as well as a lot of other services). Comments will be accepted by WSCC until 24th June. It was agreed that the Clerk write to WSCC to ask that any reduction in service be done

according to usage figures ie the less frequently used buses be reduced before the more frequently used services. **KD D**

3. Community Payback – are there any projects that are suitable for offenders to carry out in the village? Councillors suggested litter picking, possibly constructing foundations for a handrail. Clerk to circulate forms to Youth Club, ACCT **KD D**

4. NALC – Government consultation on Planning for Traveller sites (ends 6th July). It was agreed that the Clerk read and respond appropriately. **KD D**

200/11 For information:

1. Resident of Mill Lane thanking the Parish Council for all their hard work in trying to improve the Mill Lane culvert flooding situation.
2. WSCC – have agreed to re-start production of their Waste Plan to 2031. Neither Laybrook (potential landfill site) nor Broadbridge Farm (potential compost site) have made it onto the WSCC shortlist of preferred waste sites.
3. Public Rights of Way – recent maintenance work undertaken by WSCC
4. HDC – new Cabinet Portfolios. Cllr Roger Arthur is the Cabinet Member for a Safer & Healthier District (includes Community Safety, Street Scene Wardens, Housing Services, Public Health & licensing, Building Control).
5. Agenda for HALC

201/11 General:

1. The Clerk magazine
2. Clerks & Councils Direct magazine

202/11 PUBLIC ADJOURNMENT

Members of the public asked the following questions:

1. What was happening with the alleged dumping of waste on land to the west of Penn Retreat? The Clerk responded that the EA were still investigating the matter but that all work on site had been stopped until the investigation was complete.
2. A member of the public suggested that highway improvements (minute 198/11) could include creating proper passing places and signage on Park Lane. Agreed by all. **KD D**
3. Why does Ashington need more village signs (minute 196/11)? Cllr Brennan replied that Ashington has downmarket wooden signs that are obscured by vegetation, whereas other villages have more colourful signs.
4. How are the Community Payback volunteers organised? Their work is organised by Community Safety at HDC, the youngsters arrive by minibus, have fluorescent jackets to identify who they are, are fully organised, insured etc.

203/11 PLANNING.

The Planning Committee did not meet in May.

204/11 Proposed Gypsy/traveller site at Penn Retreat – DC/10/1288 Proposed stationing of 6 traveller/gypsy pitches plus outbuildings and storage area. Formation of new access and hardstanding.

John Longhorn had sent preliminary plans for the site – 4x1bedroom flats (affordable), 2x3 bedroom houses (affordable), 10x3bedroom houses (market) ie a mixed development with the 6 affordable units that the village still needs.

Councillors made the following comments:

1. Parking is possibly an issue – it was suggested that plots 1-4 be set back from the road to allow parking in front, parking appears to be partly communal – Councillors would prefer individual parking spaces outside houses, there was concern about the number of parking spaces.
2. Plot 1 is very close to a tree and it is likely that the owner of Plot 1 would be affected by the tree in the future and would possibly ask for extensive surgery or even its removal.
3. Plots 1-4 have front access and this may possibly require removal of a hedgerow
4. The 3 bedroom houses have a ‘room in the roof’ – some of the plots back directly on to houses in Penn Gardens and it was felt that this could result in overlooking/loss of amenity
5. What is the building in the NW corner of the plot, next to the pumping station?
6. The plan seems very cramped. The pumping station reduces the available land for houses. Can parking/gardens be put near the pumping station?
7. In principle all favoured a mixed development and Councillors were pleased to see the matter progressing in a positive direction.

The Chairman explained that John Longhorn was in discussions with Barratt David Wilson Homes (BDW, developer of Meiros Farm) and both were waiting on Southern Water assessing the sewage requirements for the Penn Retreat site.

The Chairman reported that the Parish Council had received an email from English Rural Housing Association stating that they are one step closer to signing a contract with BDW for the affordable homes on the Meiros Farm site.

The Chairman asked if members of the public had any additional comments:

1. Why are there no 2 bedroom homes? The Government seem keen to have more 2 bedroom affordable homes made available so that couples living in larger 3-4 bedroom affordable homes can downsize once their children have left home.
2. Is a play area required for this part of the village?
3. Someone has been in the village recently marking pavements near the Recreation Ground, presumably for the installation of the new sewer capacity pipe to serve the Meiros Farm development. ACCT (landowners of the Recreation ground) have not been formally informed about this work. The Clerk confirmed that she is unaware of who might have done this work.

It was agreed that the Chairman pass these comments to John Longhorn. **MW C/F**

205/11 Correspondence

None

206/11 New Enforcement Allegations/Information

EN/11/0258 Barn being used for commercial business – Bury's Meadow, Malthouse Lane

EN/11/0259 New barn at Broadbridge Farm

207/11 Amendments

None

208/11 Applications

DC/11/0762 Single storey garage with a 30 degree pitch roof – 11 Cricketers Close. Councillors found the submitted plans confusing but concluded that the application was for a detached single garage to the front of the house. Parish Councillors had no objections.

DC/11/0992 Surgery to 1 x Oak tree - 14 Linfield Lane. Councillors are of the opinion that the tree is outside the boundary of 14 Linfield Lane. The Council had no objections as long permission for the work is given by the owner of the tree.

Horsham District Council

209/11 Approvals

DC/11/0527 Surgery to 1 x Oak tree - 17 Covert Mead

210/11 Refusals

DC/11/0605 Proposed redevelopment of the site replacing the existing commercial unit with a purpose built health and beauty spa - Nail and Tan London Road

DC/11/0734 Prior notification for erection of a wooden barn timber clad with a tiled roof - Mitchbourne Farm Malthouse Lane

211/11 Withdrawals

None

212/11 Appeals made/ decisions

DC/10/1648 Luckista Caravan Park, Billingshurst Road. The appeal against HDC's refusal to allow year round occupation of the mobile homes has been refused. The mobile homes cannot be occupied from 1st February to 1st March each year.

The next Planning Committee meeting is scheduled for 15th June 2011 at 7.00pm.

FINANCE

213/11 The annual return and accounts were approved by the Internal Auditor. He made 2 minor comments and the Clerk has circulated a copy of his report by email. The accounts will be sent to the External Auditor shortly.

Hanging Baskets – Councillors were asked to confirm that they are happy to pay £65 per week for watering of the hanging baskets. The cost in 2010 was £60 per week for 50 baskets but there will be 60 baskets to water in 2011, hence the cost increase. This was mentioned in March (Minute 081/11) but needs confirmation. Agreed by all.

Landscape Gardening Contract Annual Review – Councillors will remember that Mark Adsett undertook some large scale cutting back of vegetation over the winter and these areas have now been added to the annual maintenance contract. In light of these additions the annual contract price has risen to £5700 (from £5355). This figure has been included in the Council's budget for 2011/12. Agreed by all.

214/11 Correspondence

HDC – the Environmental Cleansing Grant awarded to the PC for 11/12 is £3117 – a slight increase on 2010/11 (£2950)

215/11 Income

None

216/11 Expenditure

		Cheque no.	
Mark Adsett	Gardeners contract payment	£446.25	1192
Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Postage	£25.20	
	Stationery	£44.50	
	AiRS training course (Cllr Harbour)	£60	
	Total	£146.70	1193
WSCC	Salary and on costs (May)	£820.05	1194
Plusnet	Broadband	£17.99	DD
Ashington School	Meeting cost (2 meetings in May)	£30	1195
Ashington Festival	Bunting Donation	£150	1196
	(as agreed at last meeting)		
ACCT	Parish Office quarterly rent	£189.00	1197

Land & Water	Pond dredging	£6362.17	1198
D. Allsopp	Internal Auditor	£200	1199
Ferring Country Centre	10 hanging baskets	£80	1200
Ferring Nurseries	50 hanging baskets, feed, new matting	£802.91	1201

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

217/11 MEETINGS

The Chairman & Clerk met recently with representatives from WSCC & Ashington School to discuss the issue of school places. This was in response to concerns expressed by some residents about a perceived lack of school places at Ashington School for Ashington children. At the meeting the Parish Council was reassured that WSCC has robust procedures in place for: identifying pre-school children living in the village; being informed by HDC about potential housing developments in the village; mathematical analysis based on historic data to enable accurate assessment and prediction of pupil places required for each school year. These procedures achieve @95% accuracy between predicted and actual pupil numbers. The School, by law, cannot accept more than 30 pupils into its Reception (or any Key Stage 1) class. In September 2010 there were 2 Ashington children who could not be accommodated in Reception class and in September 2011 there is possibly 1 Ashington child who will not be able to start in Reception class. In the previous 5 years all Ashington children gained a place at the school, in fact some children from other villages were accepted by the School**. WSCC has factored into its calculations the likely pupil numbers from the Meiros Farm development and figures for the next 5 years show falling numbers of young children in the village and therefore it is likely (at this stage) that pupil numbers will not be a problem.

** Figures are being double-checked by WSCC.

A draft article for the Ashington Newsletter is currently being circulated for agreement by all parties.

The Chairman & Cllr Stillwell had met with HDC and the Wardens on 2nd June. Minutes will be circulated separately, the Chairman gave a summary of discussions in minute 190/11.

218/11 MINOR MATTERS RAISED BY COUNCILLORS

Cllr Strudwick reported that the advertising sign on the A24 at Broadbridge Farm had been removed.

219/11 DATE OF NEXT MEETING

The next meeting will be held at **7.45pm on Thursday 7th July 2011** at **Ashington School, Foster Lane.**

The meeting finished at 9.45pm

Signed.....

Date.....

220/11 Items awaiting action:

Item No	Description	Last Action & Date
2	Community Minibus	Waiting to hear from organiser.
32b	Spur road of The Sands & Viney Close – streetlights & laybys	WSCC & HDC dealing with. Persimmon have made progress on the Covert Mead/Foster Lane adoption.
	Village seats/noticeboards need repainting	Clerk to organise 2011
	No information has been received from WSCC Pension Fund about the likely cost of Ill Health retirement.	

221/11 WSCC Highways Issues

Fault	Date reported	Reference no	Comments
Trees on north side of recreation ground need cutting back	24 th July 2007	Email to Highway Rangers	County Councillor to ask WSCC to cut as ownership unclear
tree on London Road opposite the Methodist Church is dead	3 rd August 2007	WSEK-75QDJG	Has been felled, April 08. Awaiting replacement
Sign beside A24 at Mill Lane junction discouraging crossing at that point	WSCC are designing a sign and will pass to the PC for approval	July 08	
large white concrete blocks on the highway verge opposite the entrance to Holmbush House, Old London Road	Reported to Highways Sept 08 Reported again Dec 08		
Reduce speed limit on Hole Street to 40mph	WSCC to add to TRO priority list	WSCC will undertake a review of the speed limit on Hole Street prior to it being placed on Chanctonbury CLC Traffic Regulation Orders (TRO) List. The review will investigate the current traffic speeds and compare the location against West Sussex County Council Speed Limit Policy (2010).	March 2011