



Ashington Parish Council

Minutes of the meeting held on 3rd April 2014 at 7.45 p.m. in Ashington School, Foster Lane, Ashington

Present: Councillors M. Woolley, R. Brennan, J. Gichovi-Elias, B. Norton, K. Wood, N. Clark, T. Kearney, R. Strudwick, N. Carver
Parish Clerk Karen Dare
District Councillor Roger Arthur
County Councillor Philip Circus
5 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.

090/14 APOLOGIES AND REASONS FOR ABSENCE

Cllr R. Lancaster (business) & D. Harbour (personal), District Councillor David Jenkins, Neighbourhood Warden Jayne Jeffrey & PCSO Bryony Sparks

091/14 DECLARATIONS OF INTERESTS

The Chairman reminded Councillors that previous declarations still stand. Cllr Kearney declared a personal, prejudicial interest in planning application DC/14/0555 as he is a neighbour.

092/14 APPROVAL OF MINUTES

The Minutes of the meeting held on the 6th March 2014 were approved as a true record and signed by the Chairman. Proposed by Councillor Brennan and seconded by Councillor Norton, and agreed.

093/14 REPORT FROM THE NEIGHBOURHOOD WARDENS & PCSO

PCSO report (see Appendix 2).

Questions: None

Wardens report (See Appendix 1).

Questions for the Wardens from Councillors: None

Youth Worker

Report (see Appendix 3)

Update on the joint PC/Church Youth project: The paperwork is being finalised and Councillors have received copies for comment. Comments have been incorporated into the documents and Councillors presented with final versions. It was proposed that the Council agree the Chairman, Cllr Clark & the Clerk to make any minor, last minute amendments and sign when appropriate. Agreed by all. **KD C/F**

The Church has advertised the position in youth publications and the recruitment process has started. It is still anticipated that a Youth Worker could be in post by the Summer.

Youth Shelter – the Clerk met with a representative of ACCT and a number of possible locations for the youth shelter were suggested and ACCT could be amenable to a ‘self-build’ option as suggested at the last meeting. This information has been passed to the Youth Club and Cllr Clark who are now looking to produce designs, costs, plans etc in consultation with the youth and their parents. A project such as this would ensure that youth take ownership of the shelter, learn life skills in construction and would be a good test of how well used/needed it is before the Parish Council is asked to commit significant funds to a purpose made shelter. An update is expected next month. **C/F**

Warden recruitment

Recruitment paperwork has been completed and is awaiting sign off from the HDC Management Team. Once this is received the advert will be placed. **KD C/F**

094/14 YOUNG PERSONS ADJOURNMENT

None present.

095/14 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

District Councillor Roger Arthur reported:

1. HDC are currently working on their Local Plan and have a meeting at the end of April where it is likely that a construction target of 650 homes pa will be agreed.
2. The Planning Inspector has overturned some HDC planning decisions recently because Horsham District has a shortfall in housing numbers compared to Govt. targets.
3. Doctors Surgeries in Storrington are only half the size they should be for the population they serve.

The Chairman thanked District Councillor Roger Arthur for his report.

County Councillor Philip Circus reported:

1. The HDC meeting at the end of April will be very challenging for Councillors as it is likely that there will be some objections to the proposed housing numbers.

2. HDC are keenly awaiting decisions from Planning Inspectors on two recent HDC refusals:
 - a. Melton Drive, Storrington – the Parish Council, HDC and 70% of residents objected to the application, air quality issues
 - b. Water Lane, Storrington – the application is not in a sustainable location (the Developers even offered all occupants a bike), there are sewage issues, air quality issues

Both of these appeals will demonstrate whether Localism means anything at all to the Government.
3. HDC Officers are exercising extreme caution when determining planning applications for new homes – they are frightened to be overturned at appeal as this could lead to their Department being put into ‘special measures’ and are, therefore, more likely to approve applications for new homes. But Councillors are challenging their recommendations
4. He has a meeting with WSCC Officers on 4/4/14 to discuss a number of issues, including ownership/responsibility for trees on the northern edge of the Recreation Ground (Minute 096/14). He would report back to the Clerk.

The Chairman thanked County Councillor Circus 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

096/14 Trees at Northern Edge of Recreation Ground

The question of ownership/responsibility is still being discussed by Saxon Weald & WSCC. The Clerk has sent County Councillor Circus a map and information about this issue. **C/F**

CORRESPONDENCE

097/14 For action:

1. Safer West Sussex Partnership – crime survey. It was proposed that the Clerk complete this. Agreed by all. **KD D**
2. Invitation from NHS Coastal West Sussex Clinical Commissioning Group to a meeting on 13 May 5.30-7.45pm in Billingshurst. Cllr Carver to attend if possible.

098/14 For information:

1. Copy of letter from one resident to another about tall trees
2. Minutes of HALC meeting
3. Better Broadband update – high speed broadband will be available in Ashington from April this year. More details to follow

099/14 General:

1. Clerks & Councils Direct
2. The Clerk magazine
3. Local Council Review – good article on Youth Shelters

100/14 PUBLIC ADJOURNMENT

The Chairman explained that, in order that residents got the most benefit from their 5 mins maximum participation time, Councillors would listen to residents questions without debate or comment but would follow up on the items either by reporting back at the next meeting or directly to the individual outside of the meeting.

The Chairman explained that the Clerk had been contacted shortly before this meeting by Gemma Field from Barton Wilmore (Developers) about their intention to submit a planning application for 30-50 homes on land north of Martins Farm, Old London Road. This was too late to add to the Agenda as a special item as it did not give Councillors nor Members of the Public sufficient notice. However, Gemma could present proposals and answer questions at this meeting as a member of the public and the item could then be put on the Council agenda for the Planning Committee meeting on 16/4. He explained that Councillors could not make a decision on the proposals at this meeting but could give a formal response at the Planning Committee meeting. Barton Wilmore are seeking pre-application comments from the Parish Council and any comments from the Council would be made on a without prejudice basis and could be subject to change when a formal application is submitted for consultation. Agreed by all.

- a. The outline plan is for 30-50 1-5 bedroom dwellings (the first indicative masterplan shows 43 dwellings) of which 40% would be affordable (social rent/shared ownership), including public open space, landscaping, space for drainage and a pumping station.
- b. They are aware that the site lies outside the BUAB and is currently outside HDC's current planning policy but there is a deficit of homes within the Horsham District.
- c. They are aware that Ashington is a Category 2 settlement with some limited facilities eg shop, bus service etc
- d. They are planning a high quality sustainable settlement just outside of the defined settlement.
- e. They are currently undertaking all of the necessary technical surveys needed for a planning application and have sought pre-application advice from HDC (no response yet)
- f. They are seeking an early consultation with the Parish Council and local residents to help shape future plans

Questions:

- a. How do they intend to address the situation of the school already being at capacity? They are studying the local facilities and will consult with the relevant authorities with the intention to make the appropriate s106 financial contributions.
- b. Two thirds of Ashington residents use the Doctors Surgeries in Storrington and these are already well over capacity (without taking into account approved but not yet implemented new housing developments).
- c. Is the pumping station for foul or surface water, it is important to know which direction water will flow? The full drainage report isn't yet available and it would be sent to the Clerk.

- d. Does the 40% affordable include social rented? Yes – exact details of the homes and tenure would be decided following advice from HDC and at the full application stage of the process. At this stage it is just outline plans.
- e. It is important to provide plenty of parking at the development. Private drives and garages will be included in the plans.

The Chairman thanked Gemma for attending and she agreed to send plans, documents to the Clerk in time for the Planning Committee meeting on 16/4. All Councillors and members of the public are welcome to attend this meeting.

Other Members of the public reported:

1. Can WSCC clean the road signs along the A24 as they are very green and difficult to read? The Clerk had reported this issue to WSCC some time ago but no action had been taken. County Councillor Philip Circus would follow up on this.
2. A 'near miss' had occurred at the slip road outside Kate's Cakes when a vehicle emerging from Kate's Cakes had driven straight into the inside lane of the A24 forcing the vehicle already in the inside lane to brake heavily as they could not move across to the outside lane as there was a car in it. Many others at the meeting reported similar incidents and confirmed that drivers emerging from Kate's Cakes area did not 'Give Way' as the signs suggest but treat the junction as a slip road. However, it is too short to be a slip road. Some months ago Kate's Cakes wrote to the Parish Council asking for its support in getting streetlights installed at the junction as they felt that this would improve safety but the Council had declined as it felt that driver education would most improve safety. Kate's Cakes did not respond to this suggestion. It was generally agreed that all slip roads along the A24 are too short and one resident suggested that WSCC should look to reduce the speed limit of the road to improve junction safety. County Councillor Philip Circus would look into this matter.
3. Car drivers are abusing the buses only Washington Bostal Road. The Police are well aware of this and do regularly patrol the road.
4. The Streetlights in Penn Gardens have still not been replaced. County Councillor Philip Circus to follow up on this.
5. There is a broken branch hanging from a tree along Rectory Lane. Clerk to contact the landowner (Hugh James) to ask for it to be removed before it falls into the road. **KD D**
6. Many road signs at the two northern roundabouts have been damaged or have disappeared (possibly by car drivers racing around at night). The Clerk has reported these to WSCC who will be replacing them en-masse at some point.
7. There are some areas of litter around the village. Is it possible to have some new bins? The Clerk will have a look. **KD D**
8. Hippo bags of salt are still at the roadside in 3 locations around the village. The grass has died underneath. Will the Council consider removing the bags and getting proper salt bins? Councillors felt that the bags should remain until all risk of frost has gone (end of May) and that salt bins are unsightly.

9. The Youth Shelter needs to be well made, robust and in keeping with the environment. Proposals would be forthcoming in the next few months and discussions would take place about design, cost etc.

10. The handrail across the bridge between the Recreation Ground and Community Centre has broken. Clerk to report to WSCC. **KD D**

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

101/14 PLANNING.

The Planning Committee met on 19th March and Councillors have been provided with a copy of the minutes. Agreed by all.

102/14 Correspondence

Neighbourhood Plan –update. The Clerk has applied for a first phase grant from HDC of £3000. HDC has recommended that the Parish Council use the services of a professional Planner during the process. The Clerk has investigated who other Parishes are using and what cost:

West Grinstead - are using a consultant called Dale Mayhew. He was recommended by a Parish Council in Mid-Sussex. Estimated costs will be £10,000 to £14,000 plus out of pocket expenses and VAT.

Nuthurst Parish Council have engaged the services of AiRS and have been quoted £12,600.00, split between 3 payments of 50%, 40% and a final payment of 10%. The service and advice has been excellent.

Shermanbury we are trying to do as much of the work as possible ourselves in order to keep the costs as low as possible we have spoken to a gentleman called Dale Mayhew along with both Woodmancote and West Grinstead and we are looking to use his services for any items that we are not comfortable with completing.

Storrington, Sullington & Washington cluster have engaged the services of AiRS

AiRS have quoted @£15,300 as a ballpark figure and sent the Clerk details of the service they offer.

The Clerk has contacted Parker Dann planning consultants and they would be willing to meet to discuss what service they could offer. It was proposed that the Clerk & Chairman meet with them. Agreed by all. **KD C/F**

It is important that the Parish Council lead the Neighbourhood Plan process but use a Planning Consultant to ensure that the correct process is followed.

HDC – revocation of TPO on trees running south from Oakwood Copse to Sparrows Lane (behind 15-39 (odds) Rectory Close). Reason: the trees now represent a hedgerow and are no longer considered to meet the criteria for formal protection.

103/14 New Enforcement Allegations/Information

None

104/14 Amendments

None

105/14 Applications

DC/14/0446 Demolition of existing building and erection of 2 No. detached and 4 No. semi-detached two storey houses – Hoots House, London Road

The Parish Council support development on this site in principle as it is a derelict brownfield site, within the BUAB and the Parish Council submitted the site to HDC's SHLAA consultation. However, the Council objects to this particular application on the grounds that there are no small market homes proposed (2 bedroom) and this is contrary to the Housing Needs Survey 2012. The Council would prefer a mix of 2x2 bed, 2x3bed and 2x4 bed on this site.

Other comments:

- a. Land at the south east corner of the site belongs to WSCC and land ownership should be checked carefully prior to development
- b. the Developer intends to dispose of surface water across Parish Council land and into a Parish Council owned 'dry pond' – no permission has been given, the Council is not sure whether the outflow of the dry pond works and where water goes.
- c. The Council notes that car ports instead of garages are to be provided and asks that a condition be imposed to prevent conversion of these into secure garages or habitable rooms in the future in order to protect the parking provision within the development. Overspill parking into London Road needs to be avoided as the site is in close proximity to a roundabout.

DC/14/0510 Vinyl signs applied to glazing of windows to south and east and main entrance door – Brook Side, London Road (Arun Vets)

The Council has no objections.

DC/14/0511 Erection of a non-illuminated sign - Brook Side, London Road (Arun Vets)

The Council has no objections but considers that this sign is unnecessary given the lamppost hanging sign proposed in DC/14/0512

DC/14/0512 Timber painted signboard hung from new lamppost and timber signboard set within recessed brickwork - Brook Side, London Road (Arun Vets)

The Council has no objections.

Cllr Kearney took no part in discussions on the following item.

DC/14/0555 Change of use and alterations to existing property to form 2no. 3-bed houses. Demolition of existing single storey flat 'Lynton' to rear of property. – Glenview and Santrew Home, Hillcrest Drive

The Council has no objections.

Horsham District Council

106/14 Approvals

DC/14/0011 Single storey extension to southern aspect of dwelling to create new open plan kitchen, dining and living room – 20 Hillcrest Drive

DC/14/0209 Ground floor extension to create new garage and shower room with minor alterations internally to ground floor – 37 Meiros Way

107/14 Refusals

DC/14/0111 Division of one house into two semi- detached houses – 11 Cricketers Close.

Reason: Having regard to the location of the site within a category 2 settlement it has not been satisfactorily demonstrated that the development would meet identified local requirements for housing, including affordable housing, the retention or enhancement of community facilities or how the new development would not reinforce unsustainable travel patterns.

108/14 Withdrawals None

109/14 Appeals made/ decisions

APP/Z3825/A/13/2208890 (DC/13/0475) Variation of Condition 1 of planning permission AS/26/97 (the 21 seasonal caravans stationed on the site shall only be occupied from 1st March to 31st October inclusive) to allow the residential occupancy of 10 mobile homes - Luckista Caravan Site, Billingshurst Road
The appeal was dismissed.

The next Planning Committee meeting is scheduled for 16th April at **7.30pm** in Ashington Sports Pavilion.

FINANCE

110/14 Correspondence

HDC – Warden costs 2013/14 are £17,151 (taking into account Peter's resignation in May and Jayne's absence January-October). Budget figures for 2014/15 have been provided and the Warden cost reduced to take into account that the new Warden will work only 20 hours per week. Confirmation that HDC's contribution to the scheme has reduced from £5000 to £3850 in line with the reduced Warden coverage.

Update on new half pipe installation – the ground has been found to be very uneven and the contractor needs to construct concrete pads for the new ramp to sit on. There is additional expense of up to £1000 for this work.

Consider a quote for weedkilling this year - £330 + VAT (same price as last year)

111/14 Income

Rent & roundabout sponsorship Kite & Thomas £2077.50

VAT reclaim £3381.81

Donations to Ashington First Responders £160.30

112/14 Expenditure

Mark Adsett Gardeners contract payment

Cheque no.
£491.66 1502

Mrs K. Dare	Clerks expenses (home & telephone)	£17	
	Bingo club purchases	£57.60	
	Postage	£2.00	
	Total	£76.60	1503
WSSC	Salary and on costs (March)	£879.11	1504
HDC	Wardens 1013/14	£17,151.00	1505
Horsham Matters	re-issue cheque 1458 (lost in post)	£1017.00	1506
	Youth Worker January	£904.50	1507
	Youth Worker February	£715.50	1508
West Sussex ALC Ltd	Subscriptions	£686.42	1509
SP Services	First Responders equipment	£332.52	1510
P. Lewis Contractors	Repairs to nature trail (Council had approved £2100 on 5/12/13)	£1782.00	1511

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

113/14 MEETINGS

The Clerk, Cllrs Gichovi-Elias & Clark had attended the Wardens Steering Group meeting.

Cllr Gichovi-Elias had attended an ACCT meeting and she reported for information that a large wedding was to take place on 12/4 involving the erection of 2 marquees outside the Community Centre.

Cllr Carver had attended a Hospitals Trust meeting and provided those present with some information about Strokes.

114/14 MINOR MATTERS RAISED BY COUNCILLORS

1. The replacement signpost has been erected at the junction of Billingshurst Road/Spear Hill but the 30mph sign hasn't yet been installed.
2. There are more potholes along Rectory Lane, Park Lane and Hole Street – Clerk to report. **KD D**
3. The First Responders need new Defibrillators. The Clerk has told the First Responders how much money the Parish Council is holding for them.
4. What are the new wooden doors at Posthorses? The Clerk has emailed the owner but hasn't received a response.
5. A tree was removed adjacent to the bridge at Swan Cottage and this has left a serious hazard where children could easily access the stream. Clerk to report to WSSC. **KD D**

6. The new access into the electricity sub-station at Hole Street has resulted in a number of 'near misses'. The Clerk has already reported this to HDC.

The next meeting will be held at **7.45pm on Thursday 1st May 2014 at Ashington School, Foster Lane.**

The meeting finished at 9.20pm

Signed.....

Date.....

115/14 APPENDIX 1: REPORT FROM NEIGHBOURHOOD WARDENS

A very brief report this month due to me having one week annual leave

CRIMINAL DAMAGE

No reports of criminal damage this month.

DRUGS

I have had several reports of drug dealing in the village. All intelligence has been passed to the police.

YOUTH

I will be talking with the youth worker over the next several weeks to try and arrange a meeting regarding the youth shelter. It is planned to have a meeting with the youths and parents to discuss options and sites available for the youth shelter.

I have spoken with one parent who will arrange a time and date for the meeting.

I will be trying to work more closely with the youth worker on a youth club night.

I have been helping several of the youths from the village to try and get them employment. Several referrals have been made by me to the local job centre for these younger people of the village. I have been asking local businesses if they have any vacant positions for our local youths. This was quite successful as four of the youths have now filled in application forms for work within the village.

I am still working closely with the anti-social behaviour team to try and get some diversionary activities in place for the youth after school hours. Horsham District Council has been approached to see if they could provide some sport coaching sessions over one or two evenings a week. The snack wagon has also been requested.

On a positive note I would just like to say that several of the youths have been very helpful over the last few months helping me with various jobs around the village. This is all voluntary and in their spare time. I can't thank them enough for their support for their village and local community.

LITTER

There have been several complaints this month of litter on the rec area. I am aware that the groups of youths are now sitting on the rec due to the weather improving. I will be talking to them about the litter and reminding them to use the bins around the area.

I will also be asking for volunteer litter pickers from this age group to litter pick the areas that they use.

I will still continue to litter pick the hot spot areas.

DOG BARKING

There have been several complaints of dogs barking which has been affecting the residents close by. I think this is due to the dog owners leaving their dogs and are not aware of the continuous howling and barking that the dog makes. I have suggested that the residents that are being disturbed by the noise should talk to the dog owners concerned.

DOG FOUL

I have been gathering intelligence that residents across the village have been giving me. I have some very good descriptions of offenders and their dogs. I will be varying my shift to carry out dog foul patrols across the village and I am aware of offenders who are not picking up their dog foul.

I do know that responsible dog owners are getting fed up with the few dog walkers who refuse to pick up their dogs foul, as they feel it gives all dog walkers a bad name.

CO OP

I have met with the new manager of the CO OP and have asked that he attend a meeting with the resident's local to the co-op to discuss issues that have been a nuisance to them. I will make contact with the residents to get a date for meeting.

FLY-POSTING

Busy this month with fly posting across the village. Several posters have been removed.

ELDERLY/VULNERABLE

This month I have seen six more elderly/vulnerable join my list.

With the clocks changing and the weather getting warmer I will be reminding all elderly/vulnerable of home security, i.e. making sure all windows are secure when leaving their property.

It is also a good time to check their fire alarms the same time as making sure they have all changed their clocks.

There has been lots of challenging and worrying events this month for some of the elderly/vulnerable group. I have been there to offer support. I have sign posted to relevant agencies and have also attended meetings with them to try and sort issues that they have. I have had to use the local food bank for some of the elderly/vulnerable as they have found themselves in serious financial difficulty. I have collected food parcels which have been enough to feed them for two weeks.

Four more elderly/vulnerable have accepted the community link alarm. This is a very valuable service for those living on their own. It means a press of a button and help will be on its way. I will be having a meeting with members of the church to see what other services we could provide the elderly/vulnerable in the village. One of the ideas that I feel would be beneficial is a list of volunteer members who could assist with basic repairs, small gardening jobs and just perhaps calling in on someone for a cup of tea and a chat.

Once again so much going on within this group but I can only give brief details in this report. The elderly/vulnerable trip is arranged for Monday 31st March 2014. We will be leaving the village at nine o'clock and we will be destined for Barnham, Bognor and then on for lunch to the Boat House at Felpham. These trips are always very popular and the minibus spaces have all been taken.

BINGO

Bingo is proving to be quite popular. This month we held an Easter bingo evening. Prizes were Easter eggs and there was a raffle with Easter goodies, some donated by local businesses.

It was lovely to see all age groups enjoying this event. There were twenty two that attended the evening. We would still like to welcome more bingo players.

ASHINGTON AFTERNOON TEA CLUB

This is the first month that the afternoon club will start following the monthly lunch club.

There has been a keen interest in attending this club. Transport can be provided for those who would like to attend.

We will be serving hot cross buns and tea/coffee. Hopefully there will be armchair exercises and I have been told there might even be some singing from a guest visitor.

Not forgetting the raffle which I am sure will have an Easter theme.

The Community link alarm representative will attend a meeting, as I have had several requests for information regarding alarm services. She will give an informal demonstration of what is available.

116/14 APPENDIX 2 – PCSO Report March

The last month has been a very low crime month with only a few items that I have to report to you.

We have several reports in the last month of nuisance youths outside the co-op. Although we are now finding the majority of the group are coming to Steyning in the evenings at the moment. I am still dealing with these youths and have been working with the Anti social behaviour team, Jayne and the Steyning wardens.

There was a report of a burglary on London Road, Ashington. This occurred on 28/03/14 between approx 8:30am and 3:00pm. A window was broken to gain entry, where various items were stolen.

There is a male that is staying on the land at Martin's Farm, the police have visited this male and have found no issues. They have also liaised with the land owner.

PCSO Bryony Sparks.

117/14 APPENDIX 3 March 2014 Report on Ashington Youth Centre - Spring Term 2014 - Kris Page (youth leader)

Numbers of young people attending are still increasing and we welcomed 19 new young people since the last report, allowing us to have made contact with 55 juniors and 24 senior young people since the club opened, each week the club now welcomes on average 35+ juniors and 14+ seniors.

Following on from March 2014's report this half term we delivered activities that have allowed young people to explore their views and opinions round, Fair-trade fortnight and the Banana trade, National Doodle day and Epilepsy, No Smoking Day the risks and factors, International Day for the Elimination of Racial Discrimination and the way in which we except others, Sport relief and the people they help support, we will end this term with an Easter egg hunt.

As always every week we engage with young people at the youth club and discuss the issues that are affecting them currently, areas that are frequently discussed are around school, exams, home life, friendships and healthy life styles. The trust and confidentiality between young people and the staffing team at the centre is growing more apparent each week this is allowing the staff to be able to support the young people of Ashington more effectively and enables the young people to voice their opinions more openly.

We are still in need of new volunteers and I have designed a poster that can be distributed around the village in a hope to attract some new helpers.

I am in regular contact with both the Warden and the PCSO from the village and together we are supporting each other's work by identifying issues and areas of concern and uniting our positions within the village to engage with the young people positivity.