



Ashington Parish Council

Minutes of the meeting held on 3rd June 2010 at 7.30 p.m. in the Methodist Church, London Road, Ashington

Present: Councillors M. Woolley (Chairman), B. Norton, D. Harbour, R. Brennan, J. Stillwell, K. Wood, R. Lancaster

Parish Clerk Karen Dare

County Councillors Frank Wilkinson & Amanda Jupp

One member of the public

The Chairman thanked Councillors for electing him as Chairman last month. He stressed that he would do his best for the Council but may not have as much time for Council business as the previous Chairman. He would work closely with the Vice-Chairman to ensure the smooth running of the Council. He thanked those Councillors who had volunteered to serve on various committees and he would support them if necessary.

APOLOGIES AND REASONS FOR ABSENCE

Apologies received from Cllrs N. Carver & T. Kearney (holiday), N. Clark (personal), District Councillor Roger Arthur (business), Neighbourhood Warden Paul Conroy & Paul Buckman.

DECLARATIONS OF INTERESTS

None

APPROVAL OF MINUTES

The Minutes of the meeting held on the 6th May 2010 were approved as a true record and signed by the Chairman. Proposed by Councillor Brennan and seconded by Councillor Norton, and agreed.

REPORT FROM THE NEIGHBOURHOOD WARDENS

None.

YOUNG PERSONS ADJOURNEMENT

An opportunity for young people to speak to the Parish Council. None present.

REPORT FROM DISTRICT AND COUNTY COUNCILLORS

County Councillor Frank Wilkinson reported that:

1. Drainage works on Billingshurst Road had been completed and the road had recently been resurfaced. He asked that he be notified if flooding occurs in the future. The cats eyes would be replaced shortly.
2. WSCC and HDC had followed all of the necessary procedures regarding the recent travellers encampment on Old London Road.
3. The new Leader of WSCC had appointed a new Cabinet and County Councillor Wilkinson had retained his role as Deputy Cabinet Member for Waste and therefore he was unable to speak on behalf of residents on the compost site matter. County Councillor Amanda Jupp was fully briefed on the issue and would represent Ashington residents at the WSCC Planning Committee meeting.

Cllr Brennan reported that there are a large number of potholes on the A24, they have been present for quite some time. County Councillor Wilkinson stated that potholes were prioritised according to the route, size, depth etc and he was sure that WSCC would have this work 'in hand'. He stressed the need for members of the public to report potholes to WSCC.

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

Item 85 Community Action Plan

The Plan has been delivered to all households with the Annual Report. All were pleased with the presentation and design of the Plan and were happy that this is a good blueprint for village priorities for the coming years. **To list**

Item 193 RASP Programme

A telephone line has been installed and a free telephone & answer machine donated by Jon Mason. The office telephone number is 01903 892991 and the Clerk will advertise this from now on. In addition the Clerk & Cllr Clark have set up a new email address for the Parish Clerk (clerk@ashingtonpc.org.uk) to allow the Clerk to separate Parish Council business from her own personal email account. This will also be advertised as the contact address for the Parish Council. **KD D**

Cllr Clark & the Clerk have put together proposals for the public access internet facility. It is important to remember that proper supervision of users will be required and the Council cannot afford to employ someone and the Clerk cannot be expected to be in the Office all the time to supervise users. It was confirmed that the Parental Controls would be on the router and not the laptops as this would prevent users from being able to bypass the controls, the Council would need to consider locks for the laptops and insurance would need to be investigated. Councillors approved the proposals but asked for a list of equipment to confirm that expenditure matched the RASP grant. **KD C/F**

Item 209 Resignation of Councillor Karen Hayler

No candidates have yet come forward. The Clerk has extended the deadline for the vacancy to 30th June. **KD C/F**

Item 213 Annual Inspection of Council Land

The Clerk, Cllr Carver & Cllr Wood carried out the annual inspection and Councillors have been provided with a copy of their findings. The Clerk will follow up on the suggested actions and obtain the necessary quotes. Agreed by all.

KD C/F

Item 214 Proposed safety improvements at Hole Street junction

WCC has submitted preliminary plans for safety improvements at this dangerous junction.

1. Overall it was agreed that the proposed 'soft engineering' approach is a proportionate response to the current level of incident, assuming that there is no significant change to traffic flow patterns.
2. Some of the reported incidents appear to have involved early morning traffic (before 8.00 am), where drivers have adopted excessive speed based on the assumption that less traffic is on the road. It is not clear that evidence exists to support the assumption that such 'commuter' drivers will be significantly influenced by 'soft engineering measures'. Councillors suggested that the 30mph limit is extended to the south of this junction (and necessary adjustments to red surfacing, SLOW marking etc) as councillors felt that speed does play a major part in traffic movement in this area. This, coupled with the soft landscaping that is suggested would seem a good move as far as this junction is concerned. Incident frequency should then be closely monitored for a further three year period post scheme completion to confirm that the planned 50% reduction in collisions has been achieved (i.e. less than one reported collision involving injury per annum).
3. Should there be a significant increase in either traffic volume using the junction or significant change in class of vehicle using the junction, then it is likely that a 'hard engineering' solution will be required if the risk of collision is to be maintained at current levels or reduced.

Clerk to report to WSCC, copy to Frank Wilkinson.

KD D

Proposed Open Composting Facility at Broadbridge Farm

A planning application has been submitted and is now in the public domain. Several Councillors attended a very useful visit to The Woodhorn Group's green waste & wood shredding facility at Tangmere. The Clerk has written to thank the Managing Director for allowing the visit.

The Chairman had provided a summary of the Council's position to date: Olus' application for a large compost site at Broadbridge Farm went public last Thursday, May 27th, and is online for all to see. The Clerk received a hard copy on Friday 28th and has read it and prepared some notes. The Chairman now has the hard copy and will read over weekend; after which it will be given to Cllr Norton. The Council has until June 24th to respond with comments; just 3 weeks from today. The public has until July 2nd.

Based on previous discussions in council, and the strength of feeling at the ARA meeting, Councillors were asked to confirm that the Council will be objecting to this application in the strongest possible terms. Agreed by all.



The Council had previously agreed to engage the services of a Planning Consultant to assist the Council in preparing a response, and expect to have a preliminary report around June 15th.

In terms of fact finding, an enormous amount was done when the Council objected to the site's inclusion in the WSCC MWDF, which our consultant feels will be useful, and the Clerk and a number of councillors and residents have continued the fact finding process over recent weeks. There will be opportunities for further input once Councillors have all digested the application.

In addition, on May 14th a number of councillors visited the compost site of a competitor to Olus at Tangmere, which was of a similar size to that proposed for Ashington, and so now have first-hand experience of the likely operations of both composting and wood shredding. And in a private capacity, Cllr Stillwell visited the Olus site earlier in the month, along with an Ashington resident. Since the visit to Tangmere, Olus have responded to our numerous requests, and have invited the PC to visit their operation. If anyone would like to go please let the Clerk know as soon as possible; but Councillors should bear in mind that their existing site is much smaller than that proposed for Ashington, and does not do the wood shredding.

The Clerk has advised all the eight statutory consultees, people like the Environment Agency and WSCC Highways and HDC, that we wish to meet with them, and that will happen over the course of the next couple of weeks; the Clerk will set the dates and those that are able are invited to attend, but in the timescale open to us there will not be a opportunity to negotiate dates. On the publicity front, the Clerk is trying to set up a meeting with Nick Herbert, when together with ARA, we will plan a public meeting; any ideas for which are welcome.

Finally, although WSCC have validated the application and so started the consultation process, our first read suggests that there may be some technical grounds that need clarification. We will be reviewing this with our consultant, but for the moment we must plan on the assumption that the current tight timescale for consultation will hold.

At this meeting there are two options:

- if enough councillors have had time to consider the application it can be debated now
- otherwise discussion can be deferred to the June 16th Planning Committee, by which time Councillors will have had time to digest the application, and our consultant's preliminary report will be available. All Councillors without declared interests would be asked to join that session.

It was agreed that the matter would be discussed at the Planning Committee meeting on 16th June.

CORRESPONDENCE

For action:

1. NHS West Sussex – Review of Mental Health services consultation document. A draft response has been prepared and submitted.
2. HDC – consultation on plans to deal with abandoned shopping trolleys. Clerk to respond stating that the Council is in agreement. **KD D**
3. WSCC – consultation on Mobile Library Service. Clerk to respond – generally Councillors felt that 2 stops in the village is useful with perhaps more time at each stop but it was unclear what the consultation is proposing. **KD D**
4. Zurich Insurance – Local Councils seminars, cost £60. It was agreed that, if possible, the Clerk could attend a local session. **KD D**
5. Invitation to join Rural Services Network. No cost. Agreed by all. **D**
6. HDC – Engagement with Local Communities. HDC were asking for the Parish Council's top 4 priorities for the future. Suggestions were – supporting local businesses, education and schools (primary school numbers), noise from the A24, lorries through the village, inappropriate development in rural areas, parking. The Clerk would prepare a response bearing in mind that the issues should be appropriate for HDC (ie not WSCC issues). **KD D**

For information:

1. HDC – new phone number for Street Scene Wardens
2. HDC – Report of Severe Weather Working Group
3. HDC – Report of Litter & Dog Bins Working Group
4. Report from Sussex Police

General:

1. Invitation to Cowdray Farm Shop
2. The Clerk magazine
3. Western Sussex Hospitals NHS Trust magazine
4. HDC – road closure for Ashington Festival
5. Partnership News
6. Newsletter from SECamb

PUBLIC ADJOURNMENT

Members of the public had nothing to discuss.

PLANNING.

The Planning Committee met on 19th May and Councillors have been provided with a copy of the minutes. The minutes were agreed by all and signed by the Chairman.

Planning Applications: Suggested Responses

Following a couple of cases where HDC appear not to have taken full account of the PC's views, for consistency of approach, and to ensure that we receive the appropriate responses from HDC to our inputs, it is suggested that we give planning applications one of the following 3 responses:

1. we “support” only if we believe it is in the village's interests (like the vet's practice or cleaning up disused sites)
2. we go “no objections” if we see no positive or negative impact for the



- village and are happy to defer to HDC's professional judgement
3. we “object” if we believe it is against the village's interests (like Laybrook or changing the street scene)

We would then be notified by HDC if they plan to go against our recommendation of “support” or “object”, but would not receive feedback ahead of their decision on “no objections”. It is also suggested that “no objections” be accompanied by some relevant comment that we believe HDC may miss, such as “the PC does not think the application will affect the street scene” or “the PC suggests HDC consider the impact on drainage” etc. Agreed by all.

Correspondence

New Enforcement Complaints: None

Amendments

None

Applications

DC/10/0993 Two storey rear extension, conservatory and conversion of existing garage to granny annexe for dependant relative incorporating a new pitched roof over - The Wickets London Road

Parish Councillors expressed some concerns at the loss of a garage and regarding the TPO protected oak tree to the front of this property – the new parking arrangements would result in vehicles parking very close to the tree. The Parish Council would like to see a restriction imposed that the ‘granny annex’ can only ever be used by a family member ie not rented separately from the main house. Otherwise Parish Councillors had no objections.

Horsham District Council

Approvals

DC/09/2281 Extend factory working hours from 0600 hours to 2300 hours Monday to Saturday - New Highfield Works Spring Gardens

DC/10/0436 Re-construction of part dwelling house following partial demolition due to explosion/fire - The Annexe Former Broadbridge Farm

DC/10/0186 Replacement of 7 windows and 3 doors in modern extension (Listed Building Consent) - Mill House Hotel Mill Lane

DC/10/0268 Replacement of 7 windows and 3 doors in modern extension (Full Planning) - Mill House Hotel Mill Lane

DC/10/0514 Extension to rear to provide kitchen and extended bedroom - Mill Lodge Mill Lane

Refusals

None

Withdrawals

None

The next Planning Committee meeting is scheduled for 16th June 2010 at 7.00pm
in the new Parish Office.

FINANCE

Update from the Administrators of Kaupthing Singer & Friedlander Bank – The third payment totalled £5457.08. Total recovered to date = £38,199.53, total remaining with Administrators = £70,826.98. It is estimated that the Council will recover 60-70% of the funds in due course.

The Chairman has asked to join the Finance Committee and Wardens meetings. Agreed by all.

The Council's current account signatories need changing – two volunteers are needed. Cllrs Brennan & Lancaster agreed. **KD D**

The Internal Auditor inspected the Council's accounts and, apart from one minor typographical error, had no further comments to make. The accounts have been sent to the external auditor.

Correspondence

SALC has distributed the 'Safer and Stronger Communities' element of the Quality Parish Council grants. Councillors to consider how to spend the £925 grant (SALC suggest to 'further the Council's links with the Community'). In addition there is £13,416.52 of 'community facilities' s106 funds and £5315.51 'sustainable transport' s106 funds remaining in the Ashington account at HDC. Clerk to pass this information to the Community Action Plan Steering Group.

KD D

Request from Storrington Parish Council for a financial contribution towards the cost of installing a public convenience in the library car park in Storrington. Not agreed. **KD D**

Income

HDC Environmental Cleansing Grant Q4 09/10 £607.94
Donation to First Responders £50

Expenditure

		Cheque no.	
Donation to Ashington Methodist Church (meeting 3 rd June £20)		£20	1055
Mark Adsett	Gardeners contract payment	£446.25	1056
Mrs. K. Dare	Clerks expenses (home & telephone)	£17	
	Stationery	£20.94	
	Postage (Parish Plan)	£49.82	
	Thank You gift	£29.99	
	Total	£117.75	1057



WSCC	Salary and oncosts (April)	£738.51	1058
	Payroll costs	£37.65	1059
Kenads	Printing Parish Plan	£531.00	1060
	Printing Annual Report	£192.00	1061
PS & AB Mitchell	From Jnr Warden funds	£30.00	1062
Ashington Parish Council	transfer to National Savings	£5457.08	1063
D. Allsopp	Internal Auditor	£200	1064
Letterbox Logistics	Delivery of Parish Plans	£143.74	1065
Ashington Festival	grant (as agreed at last meeting)	£500	1066
M. Woolley	travel to compost site	£20	1067
T. Kearney	travel to compost site	£20	1068
S. Fenn	responder expenses	£65.60	1069
E. Greenfield	responder expenses	£19.60	1070

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

MEETINGS

None

MINOR MATTERS RAISED BY COUNCILLORS

Cllr Brennan asked the Parish Council to consider again the purchase & installation of Heraldic Signs in the village. The Clerk had previously looked into the cost and they would be @£5000 and Councillors had felt that it would be inappropriate use of funds. Councillors were asked to re-consider and inform the Clerk if they wished to pursue the matter. **D**

Cllr Lancaster asked if te visit to Olus compost site was going ahead. The Clerk had received little interest from Councillors and had not yet arranged a visit.

Cllr Stillwell pointed out that there were 5 lampposts along London Road that did not have hanging baskets. It was agreed that the Clerk investigate the costs and present at the next Council meeting. **KD C/F**

DATE OF NEXT MEETING

The next meeting will be held at **7.30pm on Thursday 1st July 2010** at the Methodist Church, London Road.

The meeting finished at 8.45pm

Signed.....

Date.....

Items awaiting action:

Item No	Description	Last Action & Date
32b	Spur road of The Sands & Viney Close – streetlights & laybys	WSSC & HDC dealing with. Persimmon are not co-operating and HDC/WSSC continue to pursue the matter (Nov 09)
202	Parish Office	Waiting for ACCT to amend lease.
207	Drainage of the land to the rear of Chanctonbury	To be done at the same time as the pond silt is moved.
	Add cctv camera to insurance schedule	Clerk wrote in March 09 and December 09

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		
Flooding at The Willows, Mill Lane	WSCC arranging for additional trash screen and will enlarge & vent the manhole cover to allow better flow of water & easier clearance	June 2009	The Environment Agency have inspected and see no reason not to install a second trash screen. Subject to written confirmation.
Reduce speed limit on Hole Street to 40mph	WSCC to add to TRO priority list	Clerk to write to WSCC Written to WSCC	August 2009 Sept 09
Hole Street road name plate at Kensetts corner is broken.	Clerk reported to HDC	HDC to replace at a slightly different location. WSCC informed that road signs in the area are damaged	December 09